AdientDX
Secure File Exchange

External User - Training Guide

Improving the experience of a world in motion

ADIENT

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AdientDX Portal : User login

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- ✓ ***AdientDX Portal – External User login***

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AdientDX Portal : User Login Screen

> To Access AdientDX Portal, recommend browser is **Google Chrome OR Microsoft Edge**
> (Internet Explorer browser is not supported)

AdientDX External User Portal Login Link : https://cadx.adient.com/#Login

**Sign In:**
1. **Enter Username**
2. **Enter Password**
3. **Click on SIGN IN**

**1'st Verification:**
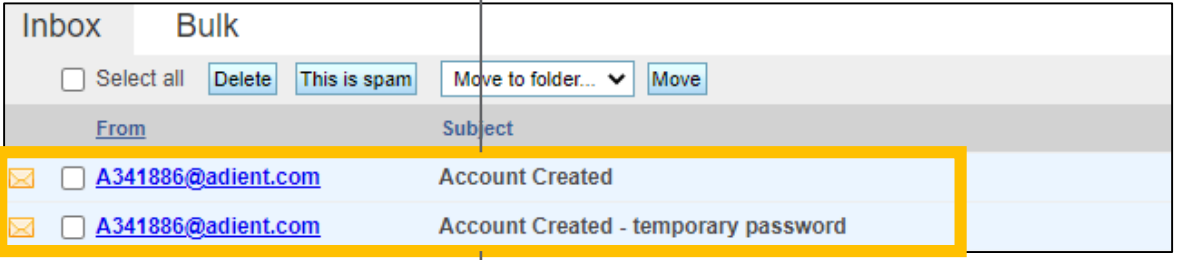**Enter the verification code received on registered Email ID**

**2'nd Verification:**
Answer Security question

Account Generation :

When an "External User/Supplier" will be onboarded to the AdientDX system, user will receive system generated email notification with his "User ID" & "Password"

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Company		Contact	
Company Name	External Company 1	Contact Name	Pravin Rediff
Address	123 External Company 1	Department	-
Postcode	12345	Telephone	32434232
City	External Company 1	Fax	-
Country	US	Email	mahalle_pravin@rediffmail.com

Dear Pravin Rediff!

On our Engineering Data Exchange Web Portal, a new login was created for you.

Your login id is: mahalle_pravin@rediffmail.com

You will get an other email with the password for your new login.

Inbox | **Bulk**

☐ Select all | Delete | This is spam | Move to folder... ✔ | Move

From	Subject
✉ ☐ A341886@adient.com	Account Created
✉ ☐ A341886@adient.com	Account Created - temporary password

2

Company		Contact	
Company Name	External Company 1	Contact Name	Pravin Rediff
Address	123 External Company 1	Department	-
Postcode	12345	Telephone	32434232
City	External Company 1	Fax	-
Country	US	Email	mahalle_pravin@rediffmail.com

Dear Pravin Rediff!

On our Engineering Data Exchange Web Portal, a new login was created for you.

Your temporary password is: ▮▮▮▮▮▮

Password Reset :

1. Select "Forgot Password" option from Homepage
2. Enter your registered Email ID & Select "Reset Password" option
3. Message prompt as "temporary Password" sent

Password Reset :

4. Receive email with "temporary Password"
5. Login to AdientDX & Sign In
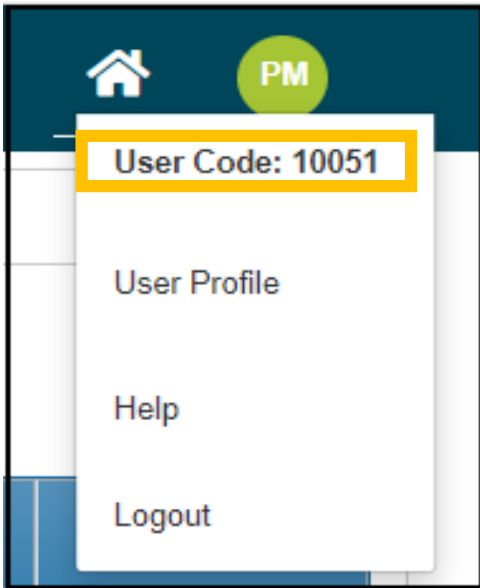6. System will ask to set your security questions (every time after your password reset)

Password Reset :

7. Reset New Password
8. System Pop-up message with "Password Successfully Changed"

Five-Digit User Code Needed From Adient Employees:

Example :
Five Digit address code
Available in Adient user profile

- When sending data to Adient you will need to know the users unique five-digit user code to locate them in the system

- If you previously sent data to Adient using the legacy Rocket True Fusion (TFE/DDX) account, then you can continue to use the same user code for the respective Adient user.

- If you are trying to send data and do not know the user code you will need to request it from the Adient Contact

User Interface - Quick Overview

✓ *AdientDX Portal – External User login*

✓ **User Interface - Quick Overview**

✓ *Create "New Job Package" for Exchange OR Translation*
✓ *Check Job Status*
✓ *Add/Remove Multiple Users*
✓ *Folder Vs File Selection for Data Exchange/Translation*
✓ *Translation Profiles Overview*
✓ *CAD Product Exchange/Translation*
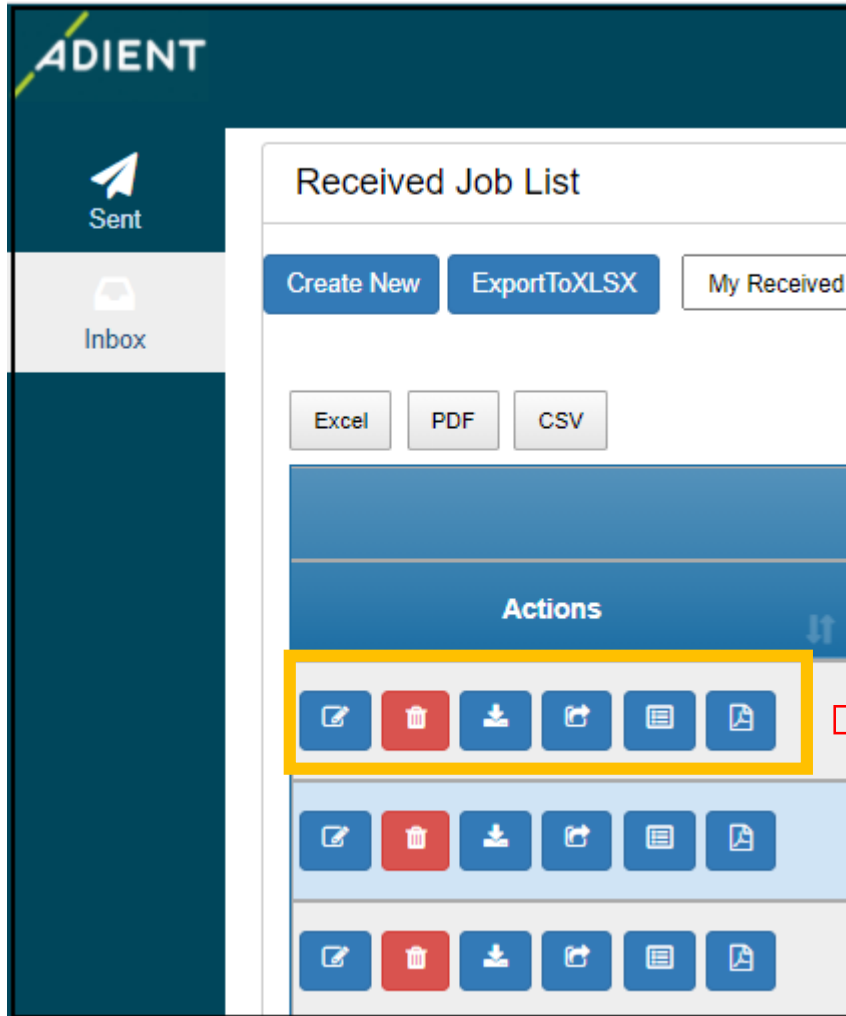✓ *Additional Options*
✓ *Tips for Internal Users*

❖ *Example: How to send CATProduct (Assembly Data) with Translation/Exchange – CATIA to JT*

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User Interface : Quick Overview

1. Navigation pane:
Inbox / Sent - List of all the incoming or outgoing & draft jobs

2. Create New: To prepare new exchange

3. Home: To navigate back to the Home Page

4. User Profile: Details and settings of signed in user

5. Refresh Icon: To refresh your job list

6. Page List: To navigate job list when longer than a page

7. Job Details: Provides each job details and status

User Interface - Quick Overview of Actions

Actions:

This includes following possibilities for respective jobs:

Edit Job

Delete Job

Download Job

Forward Job

Events

PDF Export

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How to Create New Job

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- ✓ *AdientDX Portal – External User login*
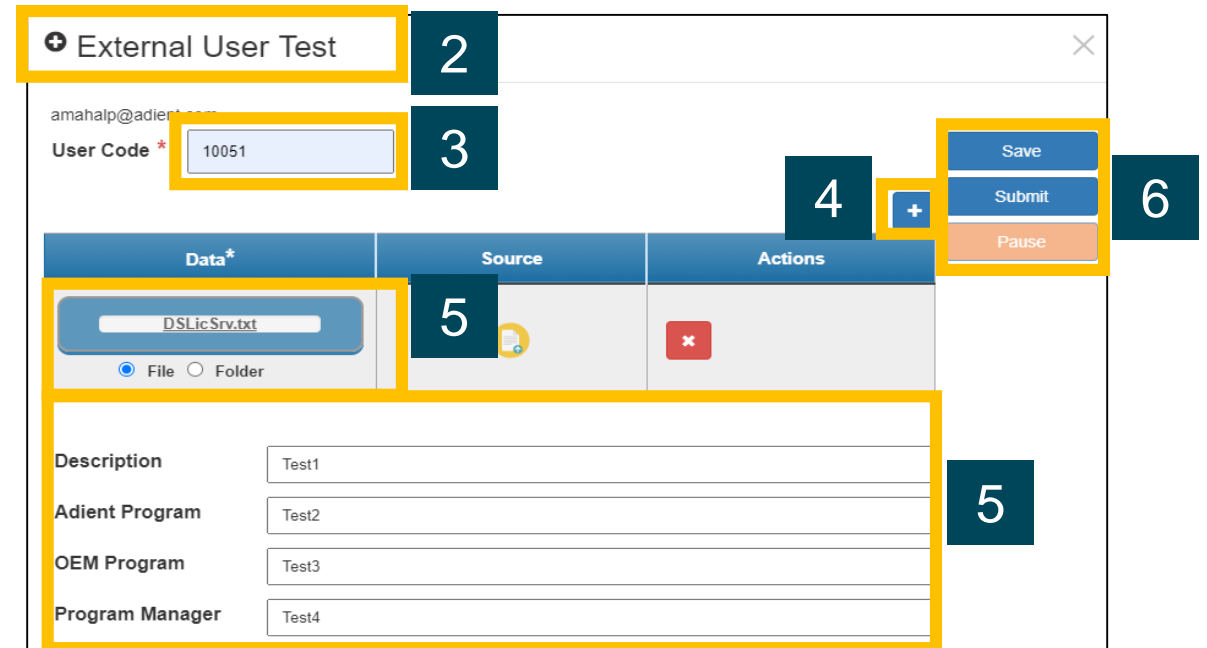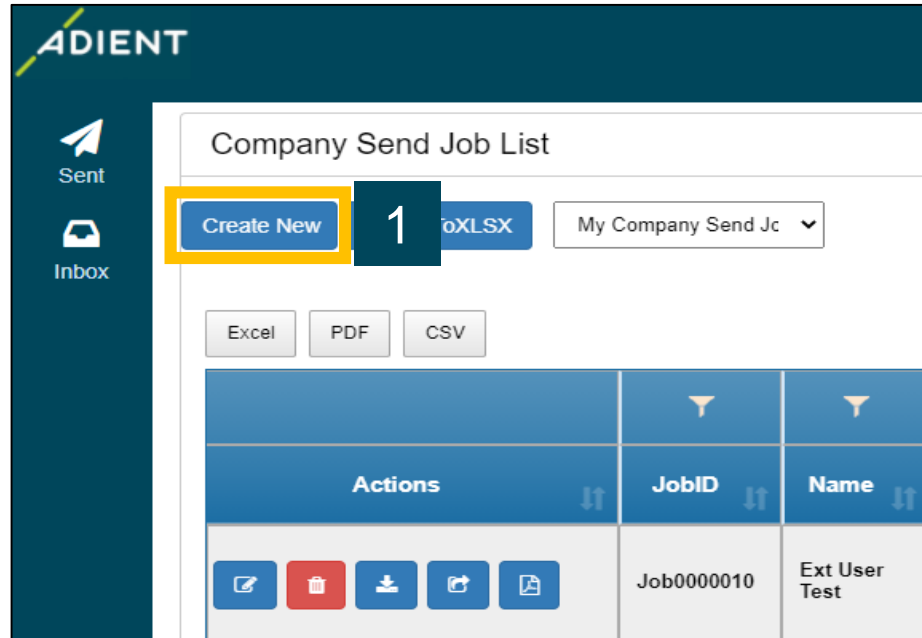- ✓ *User Interface - Quick Overview*

- ✓ ***How to create New Job - Create "New Job Package" for Exchange OR Translation***
- ✓ ***Add/Remove Multiple Users***
- ✓ ***Folder Vs File Selection for Data Exchange/Translation***
- ✓ ***Translation Profiles Overview***
- ✓ ***CAD Product Exchange/Translation***
- ✓ ***Check Job Status***

- ✓ *Additional Options*
- ✓ *Tips for Internal Users*

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How to Create New Job

To create a new Job:
1. Click on "***Create New***"
2. Enter the ***Job Name***
3. Enter 5-digit Adient User Code*

4. Click on '*+*' icon to add/create multiple packages
5. Select data (File OR Folder) for exchange
6. *Enter Information in fields (Optional)*
7. *Save/Submit job*

* To learn more about the User CODE, please refer to Page 6

File Selection Method:

User has two options to upload data:

1 - File (single file or multiple individual files)

2 - Folder (complete folder with all files in it)

File Selection Method:

1 - Select "File Option"
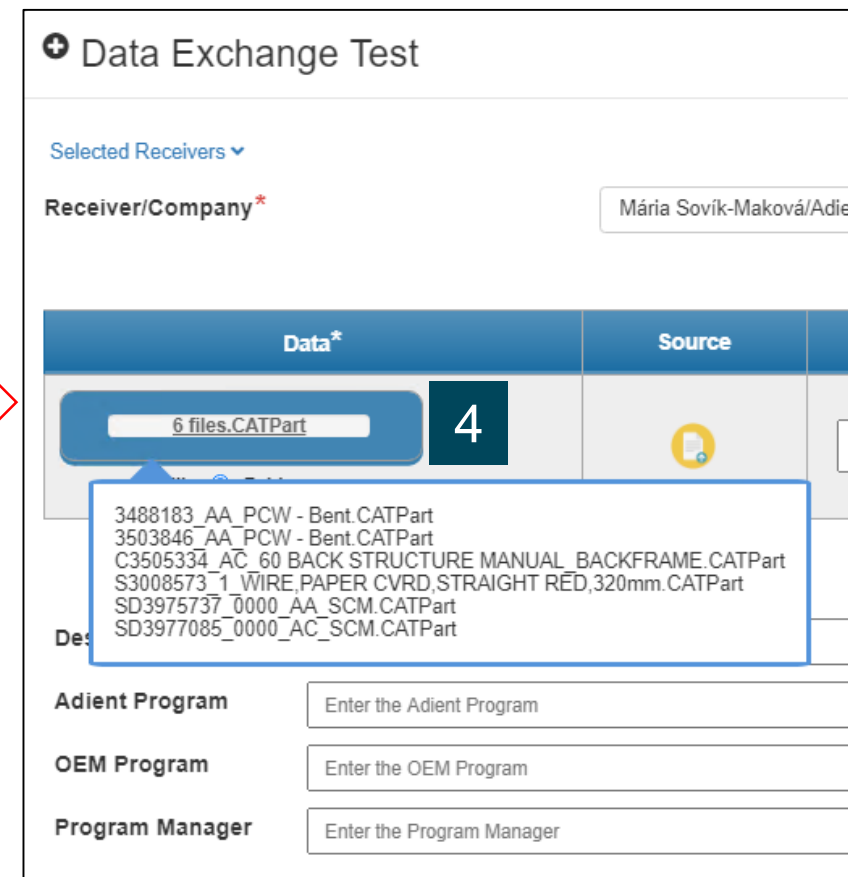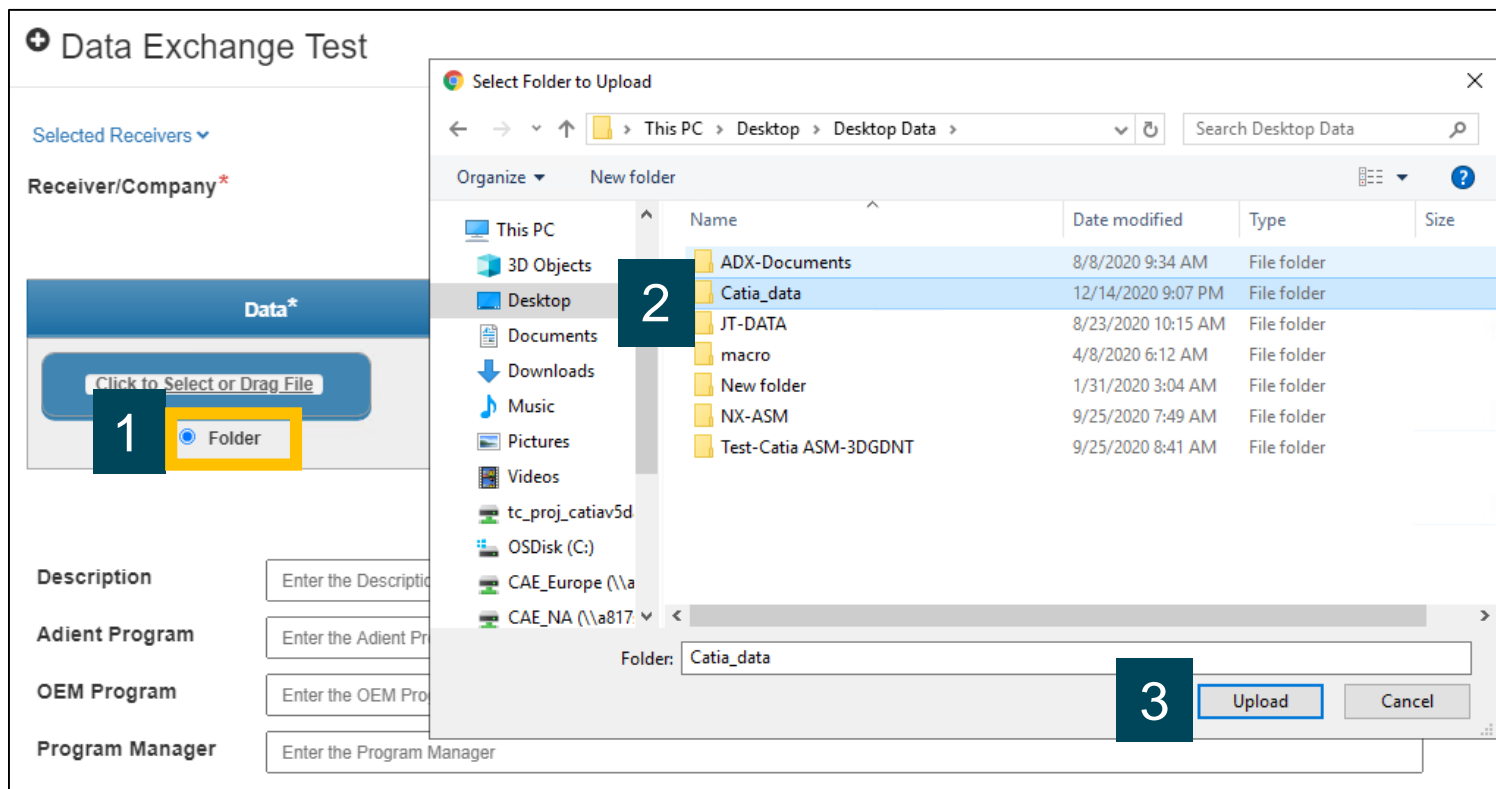2 - Select data (Single or CTRL + Right Click for multiple selections)
3 - Select open
4 - Hover over the blue data section to see the list of selected files

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Folder Selection Method:

1 - Select "Folder option"
2 - Select any Folder to upload (all files within the folder are selected automatically)
3 - Select upload
4 - Hover over the blue data section to see the list of selected files

Check Job Status: Sent/Received/Saved Jobs

➢ After submitting a job, user can view sent Jobs inside the "**Sent**" *list*
➢ User can view all received jobs inside "**Inbox**" *list*
➢ All the saved jobs/drafts can be shown inside the "**Inbox**" with its status (see status list below)

Actions	JobID	Name	Initiator	Initiator Company	Receiver	Channel	Packaging Format	Created On	Status
	Job0000164		Pravin Mahalle	Adient PLY	Pravin Mahalle	HTTPS	zip	27-Jan-2021 17:13	Submitted

Status:
• Submitted
• In Translation
• Ready For Download
• Downloaded

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Additional Options

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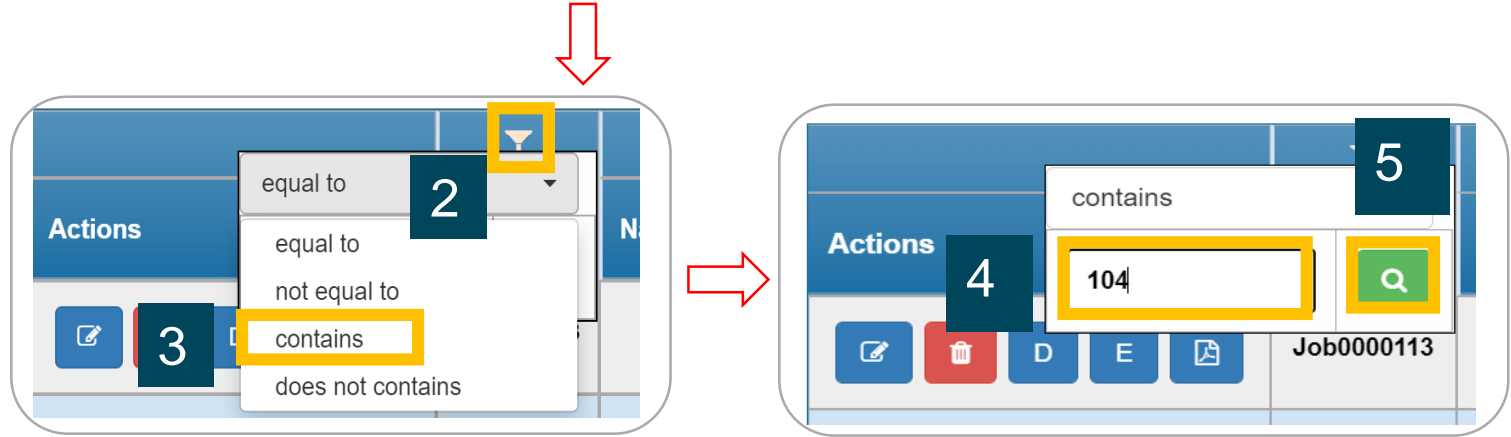✓ *Check Job Status*

✓ **Additional Options**

✓ *Tips for Internal Users*

❖ *Example: How to send CATProduct (Assembly Data) with Translation/Exchange – CATIA to JT*

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Additional Options: Job List Filters

➤ Various **Filter Options** are available if the job list gets long. Example below shows how to filter by **Job ID.**

JobID Filter

1. Click on **Filter** Icon
2. Click on **Dropdown Arrow**
3. Select the **Required Field**
4. Enter the **Value** to filter
5. Click on **Search** Button

Additional Options : Actions

➢ Use of various *Actions* button


1. *Edit* button to edit the job
2. *Delete* button to remove the job
3. *Download* button to download the data
4. **Forward** button to send existing job to someone else

5. **Cancel** button to stop processing the job
6. *Events* button to see the status details
7. *Export* the job summary to a PDF file

How to Exchange/Translate CATProduct (Assembly Data)

✓ *AdientDX Portal - User login*
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✓ *Translation Profiles - Overview*
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Example: How to Exchange/Translate CATProduct (Assembly Data)

❖ <u>Important</u> *:Information to Share with External Users/Supplier*

How to Exchange/Translate CATProduct (Assembly Data)
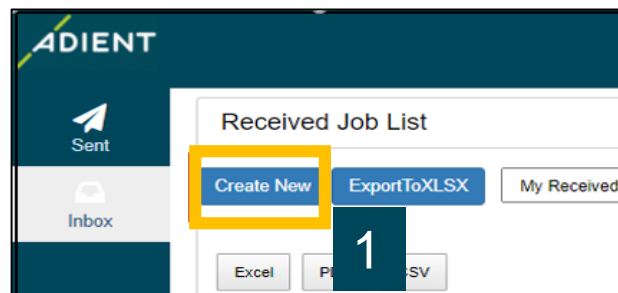
Create New Job
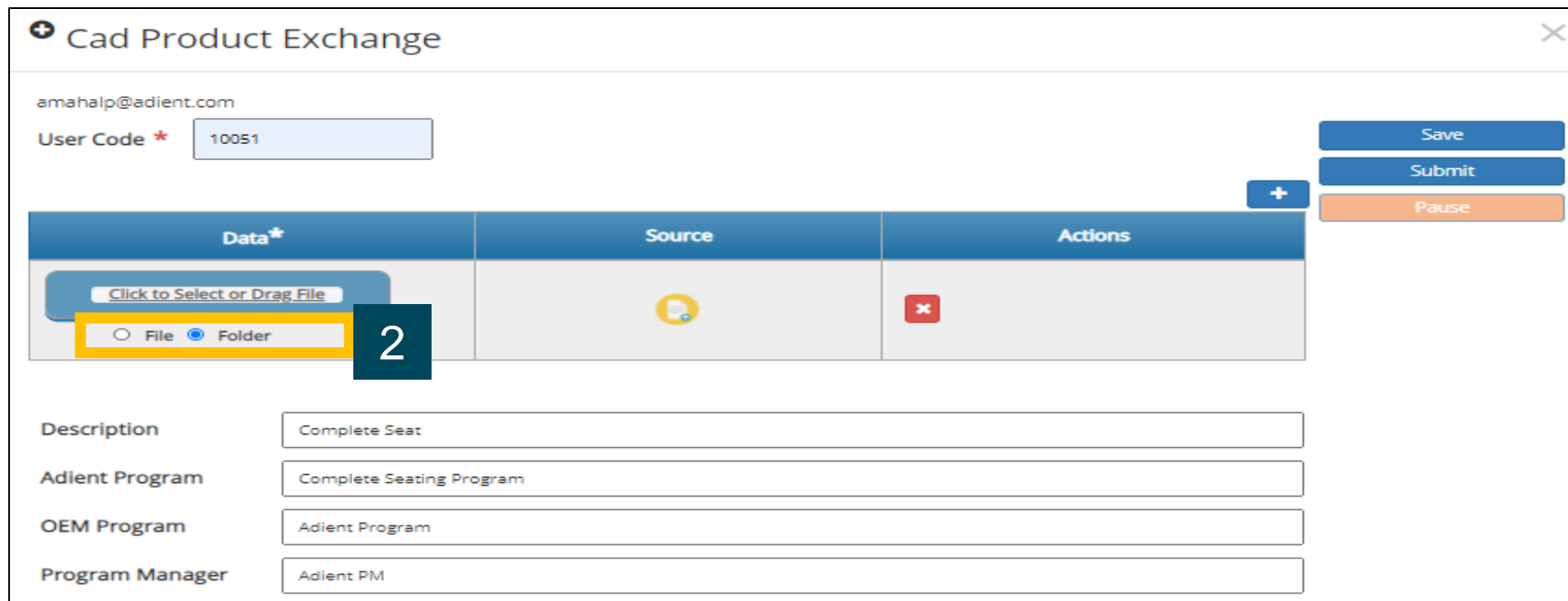
Two options to upload assembly data:

File Upload:
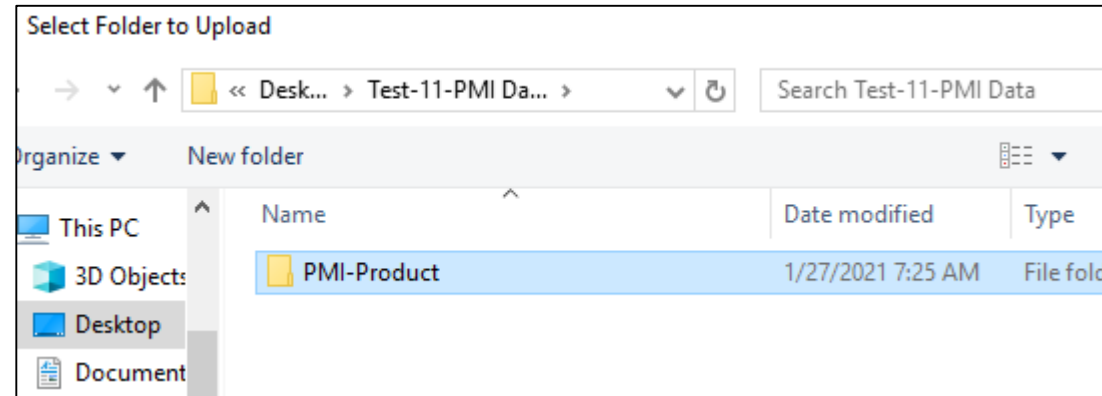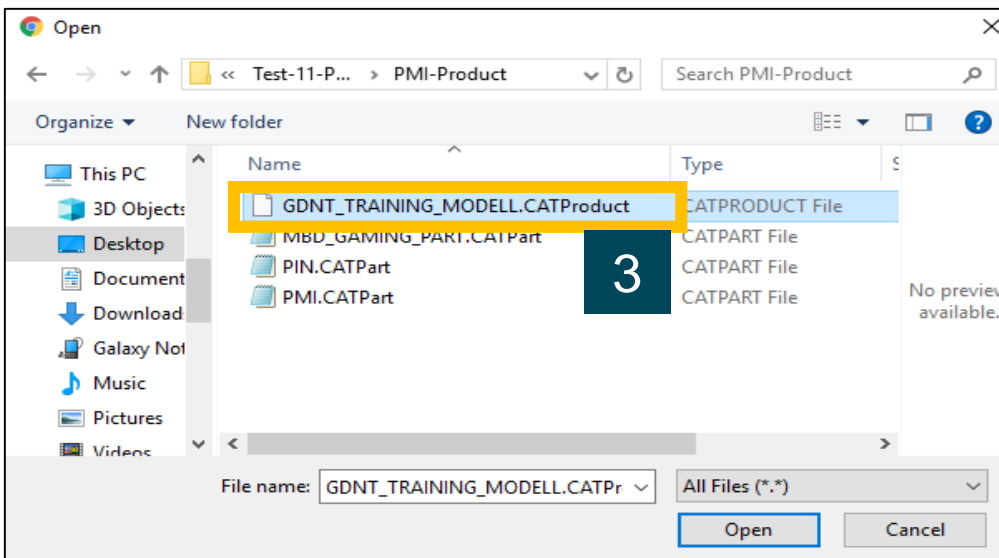This prompts to select Product first & then upload Folder containing children

Folder Upload:
This Prompts to first Upload complete Folder & then select Parent-product available in drop down list

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How to Exchange/Translate CATProduct (Assembly Data)

Select Product

4 Would you like to upload the CATIA assembly folder — Yes | No

Select Folder (having all children's)

Save/Submit

6

Press "Upload Files"

Upload 4 files to this site?
This will upload all files from "PMI-Product". Only do this if you trust the site.
Upload | Cancel

5
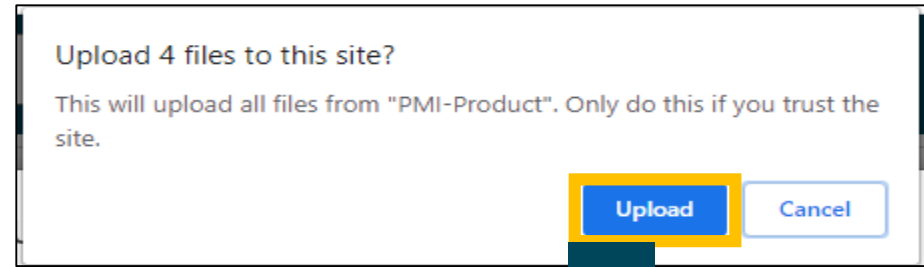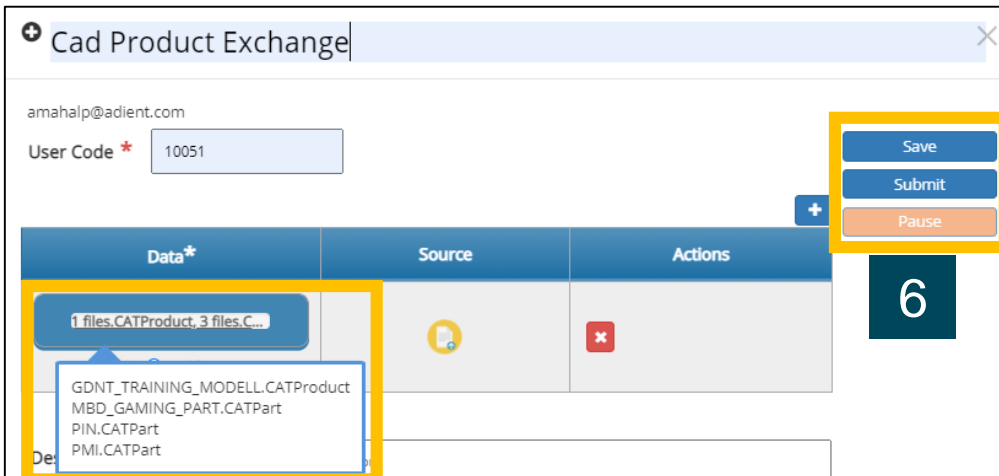
How to Exchange/Translate CATProduct (Assembly Data)

Actions	JobID	Name	Initiator	Initiator Company	Receiver	Channel	Packaging Format	Created On	Status
	Job0000163	a	Pravin Mahalle	Adient PLY	Pravin Mahalle	HTTPS	zip	26-Jan-2021 17:09	Ready for Download

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Data Exchange & Ready to download

Job Ready for Download - Message (HTML)

File   Message   Help   Tell me what you want to do

Job Ready for Download

AdientDX
To ● Pravin Mahalle

Reply   Reply All   Forward
Tue 1/26/2021 5:11 PM

If there are problems with how this message is displayed, click here to view it in a web browser.

Data Transfer Message

Job Number	Job0000163
Documents	1
Ready for Download	26/1/2021 11:40:34
Compression	None

Dear Pravin Mahalle,

You have received data from the AdientDX System.

Please refer to Job number Job0000163 on 26/1/2021 11:40:34. The package you have received contains 1 package(s).

Please click the link in the storage directory section to access the package.

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Email Notifications
1- When data is sent
2- When data is received by recipient

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Helpdesk Contact :

For any AdientDX related issues, please contact : "CAD-EDI-GLOBAL@adient.com