

What's New in iGrafx® 2007 How-To Guide

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What's New in iGrafx® FlowCharter™ 2007

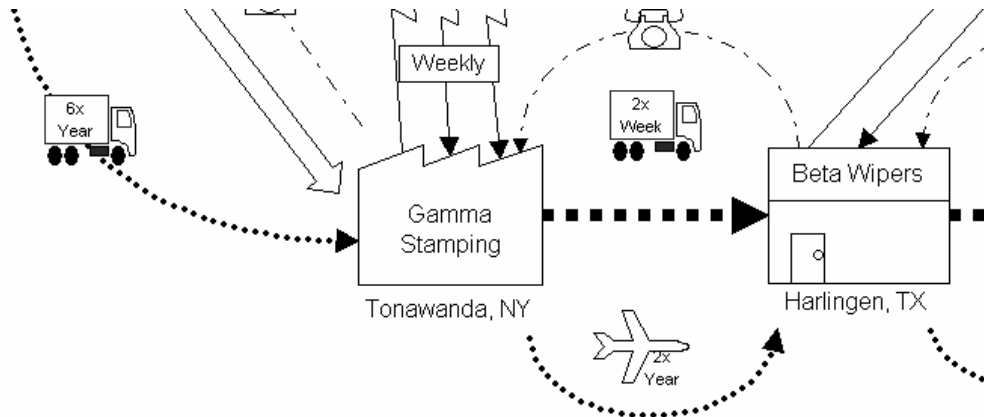
Value Stream Mapping

Extended Value Stream Maps (EVSM)	Benefit
Additions to support EVSM diagrams: <ul style="list-style-type: none"> • New EVSM template • Four new sample files • Better curved lines • Four new line styles • New data sets (details below) • Improved roll-up (details below) 	Value stream maps describe facility-level processes. Extended value stream maps broaden the diagram scope to span multiple facilities across the whole organization. Use EVSM to uncover waste in processes that cross divisional and company boundaries.

To create a new Extended Value Stream Map:
 On the **File** menu, choose **New**, and then choose **Lean Extended Value Stream Map**.

EVSM samples files are available in this folder:
 C:\Program Files\iGrafx\Pro\12.0\Sample\English\VSM.

A portion of the EVSMCurrentState.igx sample file:



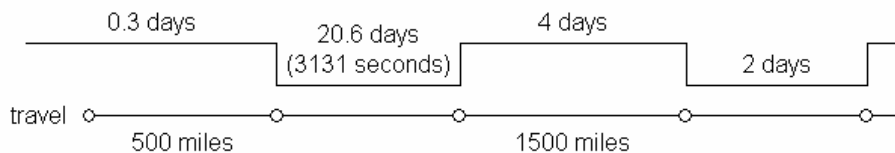
500 mi.
 Ship Batch: 72 Coils
 Defective = 8%

Lead Time = 20.6 days
VA / T = 3131 seconds
RM = 336 hours
WIP = 109 hours
FG = 48.2 hours

1500 mi.
 Ship Batch: 36 Pallets
 Defective = 6%

100 mi.
 Ship Bat
 Defective

NVA = 2 d.




Improved VSM Roll-Up	Benefit
<ul style="list-style-type: none"> Easier set-up Roll-up is automatic on data box and timeline 	<p>Roll-up is required on EVSM diagrams, which are linked to one or more lower-level VSM diagrams.</p> <p>A manual operation is no longer required to perform the calculation roll-up.</p>

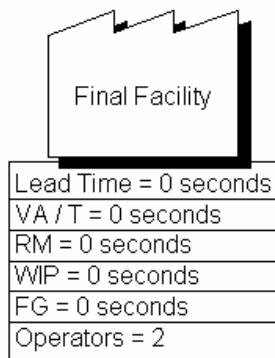
Double-click a shape on a VSM or EVSM diagram, click the **Lean Data** page in the **Properties** dialog box, and choose **Rollup Data** from the **Lean Data** drop-down list. Click the **New** button, enter a Component name, and click **OK**. By default, the following data types are rolled up:

- Total processing time (Lead time)
- Value add time
- Raw material time
- Work in process time
- Finished goods time

To roll up additional data such as Operators, click the **Setup** button, click the **Add** button, choose **Operators** from the **New Data Type** drop-down list, click **Summary Box**, click **Add**, and click **OK**. Click **OK** again to close the **Properties** dialog box.

Double-click the shape to open the child diagram. Double-click the first process shape and enter "2" in the **Operators** field. Click **OK** and click the **Back** button on the Standard toolbar  to view the parent shape displaying rolled up values.

The number of operators in the child diagram rolled-up to a parent diagram shape:



VSM Data Sets	Benefit
<p>Only relevant data fields are shown for editing on these shape types:</p> <ul style="list-style-type: none"> • Activity • Inventory • Factory • Transport 	<p>Property dialog boxes for VSM and EVSM shapes are clearer to read and easier to edit.</p> <p>Design custom VSM templates with only the data fields that are pertinent to your organization.</p>

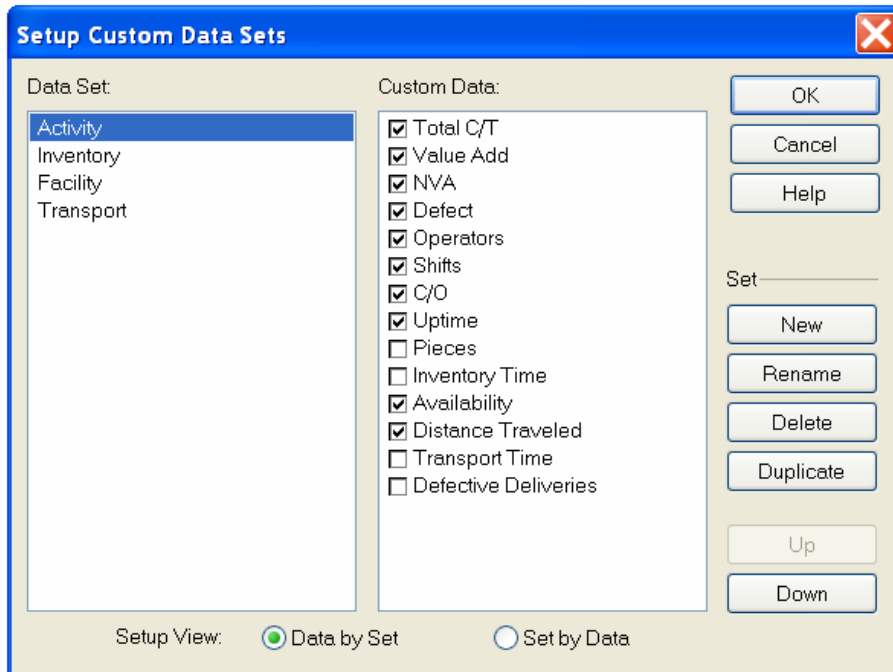
To change the shape data set:

Double-click a new process shape on a VSM or EVSM diagram, expand the **Activity** drop-down list (to the right of the **Lean Data** drop-down list) and choose a data set. By default, these sets are available:

- Activity
- Inventory
- Facility
- Transport

To create a new data set, in the **Properties** dialog box, click the **Setup** button, click the **Data Sets** button, and then click the **New** button. Type the data set name and then select custom data fields to include in the data set.

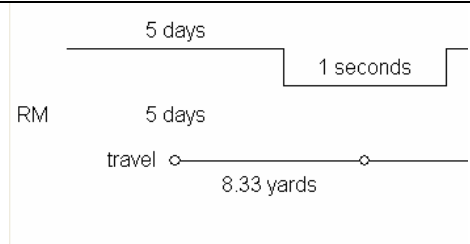
Choosing custom data fields for the **Activity** data set:



When you are done selecting data fields, click **OK**, click **OK** again to save your Setup. Your new data set is now in the list of data sets. Click **OK** to save and close the **Properties** dialog box.

Enhanced Timeline	Benefit
<p>Display these calculations on the Timeline and/or the Timeline summary box:</p> <ul style="list-style-type: none"> • Total processing time • Value add time • Raw material time • Work in process time • Finished good time • Rolled throughput yield • In-plant time • Transport time • Process cycle efficiency • User-defined data on timeline 	<p>Experiment on activity changes or inventory adjustments and automatically see the impact on common Lean measurements.</p> <p>Present value stream information in formats managers can use to take action.</p>

To add raw material time to the VSM current state sample file timeline:
 Open C:\Program Files\iGrafx\Pro\12.0\Sample\English\VSM\VSMCurrentState.igx. Double-click the timeline and click the **Add** button. In the **Timeline Data** dialog box, set New Data Type to **Raw Material Time**, select **On Timeline**, and type "RM" in the adjacent field. Click the down arrow in the **Display Format** section and set units to **days**. Close the **Display Format** drop-down (by clicking the X), click the **Add** button and click **OK**.

Raw material time shown with the timeline:	Raw material time shown in the summary box:				
 <p>The diagram shows a timeline with four segments: a horizontal line labeled '5 days', a vertical step down labeled '1 seconds', another horizontal line labeled '5 days', and a final horizontal line labeled 'travel' with a double-headed arrow below it labeled '8.33 yards'. The label 'RM' is positioned to the left of the first '5 days' segment.</p>	<table border="1"> <tr> <td>lead time = 23.6 days</td> </tr> <tr> <td>VA/T = 188 seconds</td> </tr> <tr> <td>RM = 5 days</td> </tr> <tr> <td>traveled = 38.3 yards</td> </tr> </table>	lead time = 23.6 days	VA/T = 188 seconds	RM = 5 days	traveled = 38.3 yards
lead time = 23.6 days					
VA/T = 188 seconds					
RM = 5 days					
traveled = 38.3 yards					

Value Added Time	Benefit
<p>Enter value added time (new) or let iGrafx calculate value added time for you (as in previous versions).</p>	<p>Choose a preferred method of specifying value added time.</p>

To use:
 Create a new VSM diagram (from the **File** menu, choose **New** and then **Lean Value Stream Map**), double-click the first process shape, click the **Lean Data** page, and enter a number for the **Value Add** field. Click in another data field, and notice that **Total C/T** (Processing Time) is automatically calculated. Click **OK**, and your **Value Add** time is shown in the data box and timeline, as it was in previous versions.

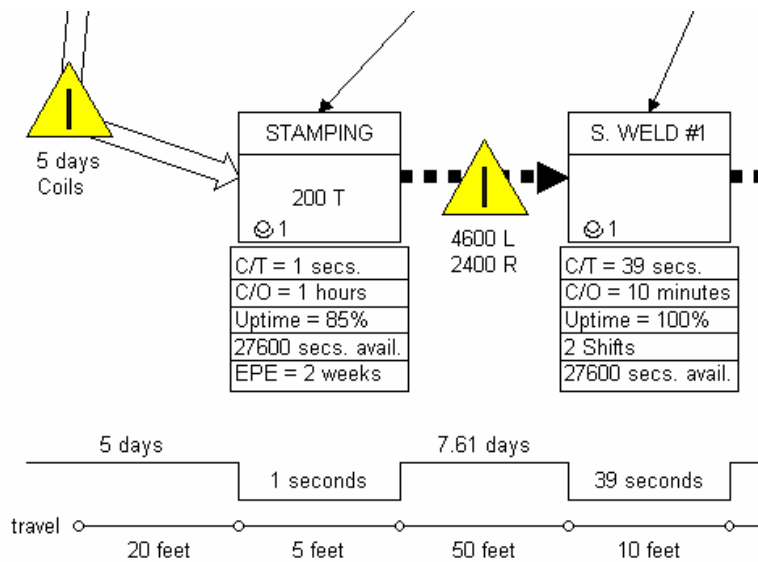
Improved Distance Line	Benefit			
The distance line is enhanced from a single calculation method to show distances between:	Understand how facility layout and distances between process steps impact the value stream.			
<table border="1"> <thead> <tr> <th data-bbox="134 342 394 380">VSM</th> <th data-bbox="394 342 654 380">EVSM</th> </tr> </thead> <tbody> <tr> <td data-bbox="134 380 394 468"> <ul style="list-style-type: none"> ▪ Activities ▪ Inventories ▪ Both </td> <td data-bbox="394 380 654 468"> <ul style="list-style-type: none"> ▪ Facilities ▪ Transports ▪ Both </td> </tr> </tbody> </table>		VSM	EVSM	<ul style="list-style-type: none"> ▪ Activities ▪ Inventories ▪ Both
VSM	EVSM			
<ul style="list-style-type: none"> ▪ Activities ▪ Inventories ▪ Both 	<ul style="list-style-type: none"> ▪ Facilities ▪ Transports ▪ Both 			

To display distances traveled within and between activities:
 Open the VSMCurrentState.igx sample file. Double click the left-most inventory shape, **Coils**, and enter "20" in the **Distance Traveled** field and "ft" in the **Distance Traveled** units drop-down. Click on each of the following shapes and set these distances, and then click **OK**:

Shape	Distance
STAMPING	5 feet
The inventory shape after Stamping	50 feet
S. WELD #1	10 feet

Double-click the timeline, choose **Timeline** in the **Source** drop-down list (to the right of the **Show Distance Line** check box), choose **Feet** in the **Display Format** drop-down, and click **OK**.

A portion of the VSM distance line displaying distances within and between activities:

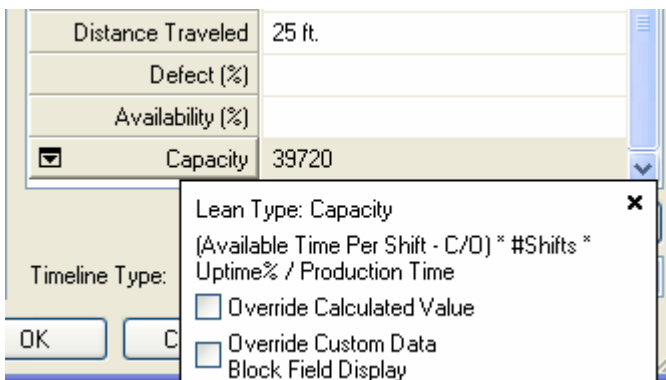


Data Descriptions and Formulas	Benefit
Click the data name to view its: <ul style="list-style-type: none"> • Description (if written by the user) • Formula (if a calculated field) 	Describe how value steam fields are used and interpreted. See how calculated data is evaluated.

To view formulas:

Double-click a shape in the VSMCurrentState.igx sample file, click the **Lean Data** page in the **Properties** dialog box, click the **Setup** button, and click the **New** button. Rename “Custom Data1” to “Capacity”, set **Lean Types** to **Capacity (Calc.)**, and click **OK**. In the **Properties** dialog, find the “Capacity” field (you may have to scroll down) and click on the word “Capacity”.

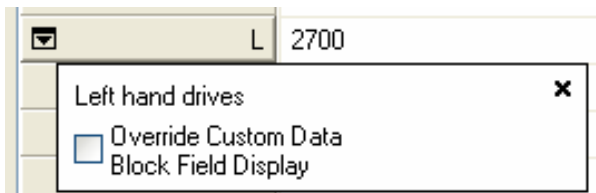
The **Properties** dialog box displaying the **Capacity** lean data formula:



To view descriptions:

Double-click an inventory shape in the VSMCurrentState.igx sample file, click the **Lean Data** page in the **Properties** dialog box and click the **Setup** button. Click the “L” Custom Data field and type “Left hand drives” in the **Description** box. Click **OK** and in the **Properties** dialog, click on the letter “L”.

The **Properties** dialog box displaying the lean data description for the “L” lean data:



FMEA Sheets

Use FMEA (Failure Modes and Effects Analysis) sheets to analyze potential reliability problems and their causes. The FMEA prioritizes potential failures according to their risk and drives actions to eliminate or reduce their likelihood. FMEA sheets in iGrafx can be linked to Cause and Effect diagrams, can automatically calculate AIAG Occurrence rankings, and are part of the iGrafx file for ease of distribution.

Part of the iGrafx Document	Benefit
Create, edit, view and print a FMEA spreadsheet from within iGrafx.	FMEA spreadsheet is bundled with your Cause and Effect (C&E) diagram so FMEA data isn't lost when iGrafx files are distributed.

To create an FMEA spreadsheet:


On the **File** menu, point to **New** and choose **Cause and Effect Diagram**. On the **Cause and Effect** menu, choose **Export To FMEA Sheet**. In the **Generate FMEA** dialog box, click **OK**, type the name of the FMEA component you are creating, and click **OK**.

An FMEA spreadsheet generated from a new Cause and Effect diagram:

Name:		Prepared By:							
Team:		Date:							
Process Step/Input	Potential Failure Mode	Potential Failure Effects	Severity	Potential Causes	Occurrence	Current Controls	Detection	RPN	Actions Recommended
			1.1	Sub cause 1	4				
			2.1	Sub cause 2	4				
			3.1	Sub cause 3	5				
			4.1	Sub cause 4	5				

Bidirectional Link to C&E	Benefit
Change the content of either the FMEA or C&E and the linked object is automatically updated.	The bidirectional link guarantees that the FMEA is always synchronized with the C&E text and data.

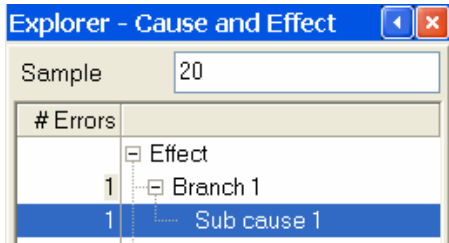
To try this feature:

Follow the steps above to create an FMEA spreadsheet. In the spreadsheet **Potential Causes** column, double-click the text "Sub cause 1", highlight (select) the text, and change the text to "No training". Click the link arrow  at the far left of the row.

Notice that the cause text in the diagram and the Cause and Effect Explorer are both automatically updated when the FMEA is changed.

AIAG Occurrence Ranking	Benefit
iGrafx FMEA worksheets calculate and display Automotive Industry Action Group (AIAG) occurrence rankings or cause error numbers.	Automatically convert failure rates to the AIAG ranking scale from 1 to 10.

To change AIAG occurrence rankings:
 Create a new Cause and Effect diagram (On the **File** menu, point to **New** and choose **Cause and Effect Diagram**). In the Explorer bar set the **Sample** to "20" and **# Errors** for "Sub cause 1" to "1" as shown:

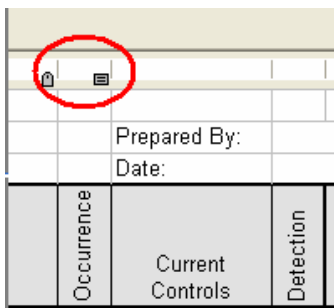


Create an FMEA sheet (On the **Cause and Effect** menu, choose **Export To FMEA Sheet**, click **OK**, click **OK** again). View the **Occurrence** column. The occurrence ranking for "Sub cause 1" is "7" because the failure rate is 1 in 20 and the ranking for the other causes are "10" because the failure rate is at least 1 in 2.

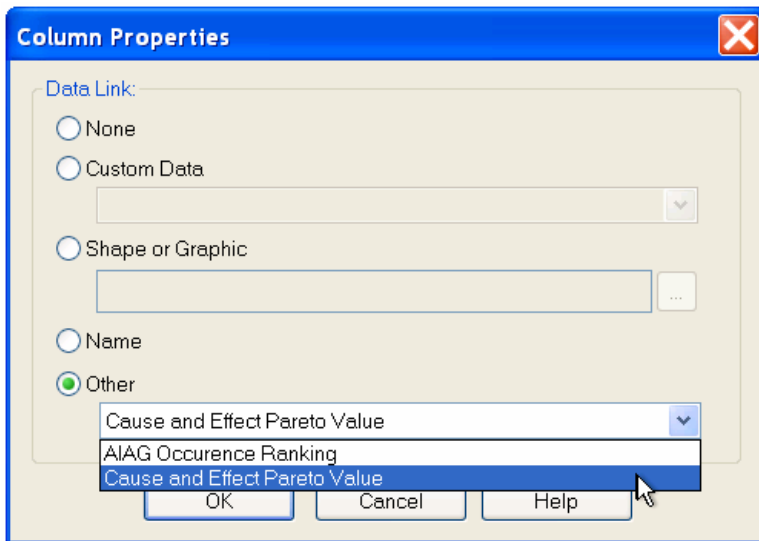
This table of AIAG rankings is available in the iGrafx Help:

Probability of Failure	Possible Failure Rates	Ranking
Very High: Failure is almost inevitable	1 in 2	10
	1 in 3	9
High: Repeated failures	1 in 8	8
	1 in 20	7
	1 in 80	6
Moderate: Occasional failures	1 in 400	5
	1 in 2,000	4
	1 in 15,000	3
Low: Relatively few failures	1 in 150,000	2
	1 in 1,500,000	1
Remote: Failure is unlikely		

To use errors entered in the Cause and Effect directly, instead of AIAG rankings:
 In the FMEA sheet, right-click the top cell of the **Occurrence** column (circled below) and choose **Column Properties**.



The **Column Properties** dialog:



Choose **Cause and Effect Pareto Value** in the **Other** drop-down. Click **OK**, and the Occurrence rankings will now use the numbers entered in the Cause and Effect diagram's # Errors column.

Hierarchical Cause Numbering	Benefit
When creating a FMEA from a C&E, causes are automatically numbered hierarchically based on their position.	The FMEA shows the relationship between causes.

To enable or disable cause numbering:

With a new or existing Cause and Effect diagram, on the **Cause and Effect** menu, choose **Export To FMEA Sheet**. In the **Generate FMEA** dialog box, click **Include Section Number** to turn on or off the cause numbering in the FMEA sheet.

Prioritization Matrix

The prioritization matrix helps Six Sigma and process improvement teams make decisions by ranking options and issues based on specific criteria.


Part of the iGrafx Document	Benefit
Use a pre-defined template to design the Prioritization Matrix within iGrafx.	iGrafx reduces the time it takes to build and modify a Prioritization Matrix.
	The Prioritization Matrix is bundled with your C&E diagram so data can't be lost when iGrafx files are distributed.

To create a prioritization matrix:

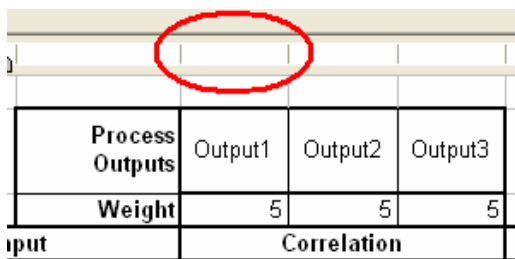
Create a process map (from the **File** menu, choose **New** and then **Process**) with three shapes labeled "Activity1", "Activity2", and "Activity3". Double-click "Activity1", click the **Custom Data** page in the **Properties** dialog box. In the **Setup Custom Data** dialog box, click the **Setup** button, click the **New** button, type "Availability", and then create two additional fields called "Impact" and "Likelihood". Click **OK**.

In the **Properties** dialog box, **Custom Data** page, enter "3" for **Availability**, "4" for **Impact**, and "5" for **Likelihood**. Click on the "Activity2" shape, and enter "2" for **Availability**, "5" for **Impact** and "3" for **Likelihood**. Click on the "Activity3" shape, and enter "5" for **Availability**, "2" for **Impact** and "4" for **Likelihood**. Click **OK**.

On the **File** menu, choose **Components**. Right-click inside the Documents Components Explorer and choose **New**, choose **Prioritization Matrix**, and then click **OK**.

Right-click the left-most cell in the first row labeled "Step" and choose **Row Properties**. Choose **Shape or Graphic**, click the ellipses button , click on **Process1**, click on **Activity1**, click **OK**, and then click **OK** again. Repeat this procedure to link the next two rows to **Activity2** and **Activity3**.

Right-click the top cell of the first column labeled Output (circled below) and choose **Column Properties**.




Process Outputs	Output1	Output2	Output3
Weight	5	5	5
Input	Correlation		

In the **Column Properties** dialog box, choose **Custom Data**, set the drop-down to **Availability**, and then click **OK**. Repeat this procedure to link the other Output columns to **Impact** and **Likelihood**. Adjust the column widths if necessary. Your prioritization matrix should now look like this:

Process Outputs	Availability	Impact	Likelihood	
Weight	5	5	5	
Process Steps / Input	Correlation			Total
Activity1	3	4	5	60
Activity2	2	5	3	50
Activity3	5	2	4	55
Step				

Bidirectional Linkage	Benefit
Link process activities and their custom data to matrix cells. Changes to either component automatically update the linked component.	Manage and analyze data stored on multiple processes and activities from a single spreadsheet.

To try this feature:

In the Prioritization Matrix created above, double-click the label “Activity1” and rename the cell to “Check Order”. Click the arrow on the far left of this row  to view the diagram. The label of the shape is renamed.

Rename the shape “Update Order” and then click the Back button . The label in the matrix is updated.

In addition, if matrix values or diagram custom data field values are changed, their corresponding values in the linked matrix or diagram are automatically updated.

Weighted Calculations	Benefit
The prioritization uses criteria values and their weighting.	The Prioritization Matrix lists options as rows and selection criteria as columns. Multiplying criteria weights by entered values gives the priority ranking.

To change priority weights:




In the Prioritization Matrix created above, change the values of cells in the row labeled “Weight”. Modifying these cells will change the totals in the last column.

Automatic Highlighting	Benefit
Matrix cells containing criteria values automatically display color highlights such as red, yellow, green, depending on the value contained.	Use color to highlight the high priority ideas for improving your processes.

To highlight priorities:

In the Prioritization Matrix created above, select the nine cells with values under the “Correlation” heading. Right-click and choose **Format Cells**. In the **Cell Formatting** dialog box, click the **Cell** tab, select Conditional Cell Formatting, then click the **Ranges** button. In the first row enter the range “0” to “2”. In the second row enter the range “3” to “4”, and in the third row enter the range “5” to “10”, click **OK**, and click **OK** again.

Your prioritization matrix may now look like this:

	Process Outputs	Availability	Impact	Likelihood	
	Weight	4	5	3	
	Process Steps / Input	Correlation			Total
	Update Order	3	4	5	47
	Activity2	2	5	3	42
	Activity3	5	2	4	42
	Step				

Basic Sheets

Basic Sheets	Benefit
Create sheets (grids) of data that are linked to process models.	These sheets work like FMEA and Prioritization Matrix sheets, but are used for general purpose and ad hoc analysis.

To create a basic sheet:

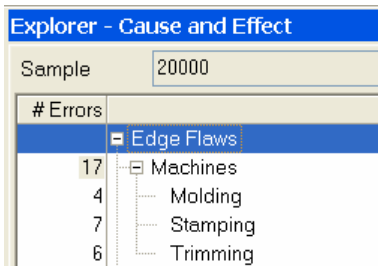
On the **File** menu, choose **Components**. Right-click inside the Documents Components Explorer, point to **New** and choose **Basic Sheet**. Type a name for your new component, and then click **OK**. You may now link rows and columns to diagrams, similar to how you created links for the Prioritization Matrix described above.

Cause and Effect (C&E) Diagrams

Error Roll-up	Benefit
<p>Error rates for sub-causes are automatically summed to parent causes.</p> <p>View and hide sub-causes in the Explorer bar C&E window to automatically change the Pareto Chart data points.</p>	<p>iGrafx integrates three views of C&E data into a single document. Changes in one view are immediately reflected in other views.</p> <p>Choose the best method to communicate and analyze C&E relationships.</p>

On the **File** menu, choose **Open** and navigate to C:\Program Files\iGrafx\Pro\12.0\Sample\English and open **Cause&Effect.igx**.

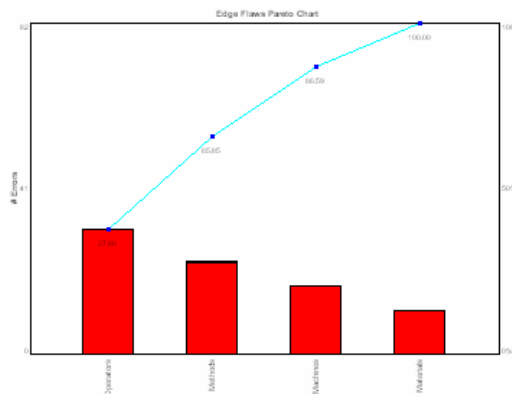
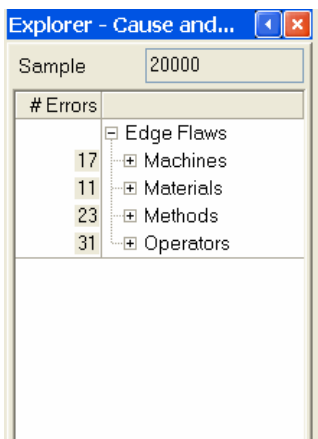
In the Explorer bar, errors entered for sub-causes (e.g. Molding) are rolled up to their parent branch (e.g. Machines):



On the **File** menu, choose **Save As** and save a copy of the file to a folder on your computer.

Scroll the diagram down so that the Pareto Chart is visible and then click the collapse button next to "Machines" and the other major branches until the Explorer bar looks like the picture below.

Notice that the Pareto chart is updated to display only the major branches:

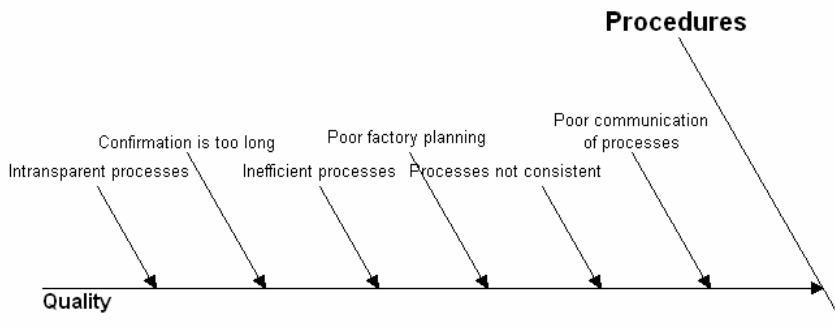


To show a Pareto chart in a new Cause and Effect diagram, on the **Cause and Effect** menu, choose **Insert Pareto Chart**.

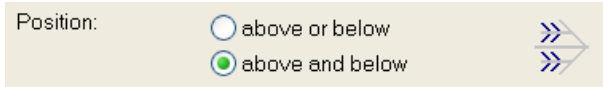
Auto Layout Enhanced	Benefit
<p>Several new controls improve the auto layout feature:</p> <ul style="list-style-type: none"> • Branch sizing • Main and sub-branch alignment • Sub-branch positioning • Text alignment 	<p>Spend less time drawing and let iGrafx layout the diagram.</p>

With a new or existing cause and effect diagram, on the **Cause and Effect** menu choose **Layout Diagram**.

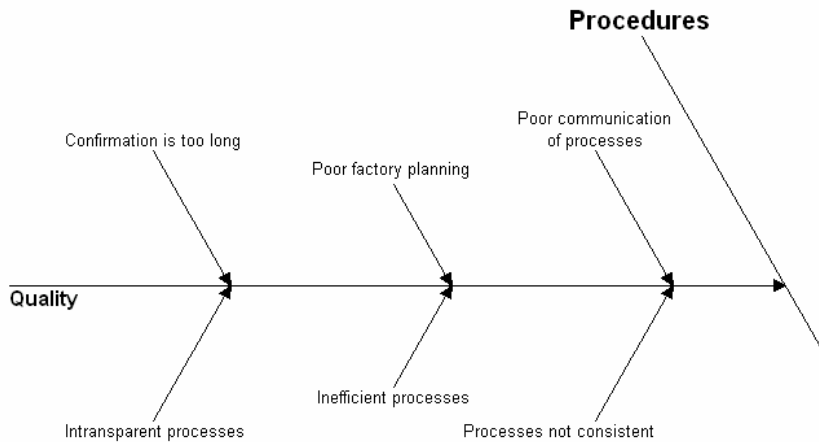
This a portion of a Cause and Effect diagram before using the auto layout:



After using the **above and below** switch in the **Layout Diagram** dialog box:



The Cause and Effect diagram becomes easier to read:



Sample Size	Benefit
<p>Enter the sample size in the C&E window of the Explorer bar.</p> <p>The sample size and error rates are used to automatically calculate AIAG occurrence rankings in FMEA diagrams.</p>	<p>The sample size provides the context for the error values associated with causes.</p>

See the AIAG Occurrence Ranking feature description in this document for an example modification of the sample size.

New Templates	Benefit
<p>Three C&E diagram templates are now available instead of one.</p>	<p>Get a fast start on new diagrams.</p>

On the **File** menu, choose **New** and then choose any of these templates:

- Cause and Effect Diagram
- Cause and Effect (Manufacturing)
- Cause and Effect (Transactional)

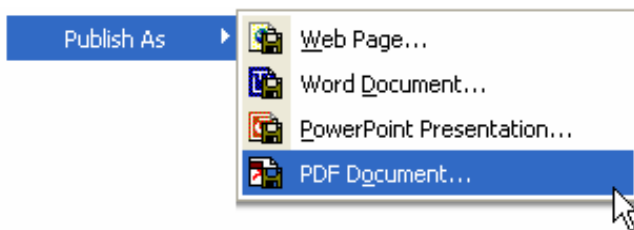
More Improvements

Publish PDF	Benefit
<p>Export iGrafx files to Adobe Acrobat files with these features:</p> <ul style="list-style-type: none"> • Links between diagrams • Links to specific pages of Microsoft® Office and Adobe® Acrobat® documents • Links between paginated pages • Watermarks 	<p>PDF is the standard electronic document interchange format.</p> <p>Communicate and collaborate more easily with colleagues who don't have access to iGrafx software.</p>

To publish PDF:

On the **File** menu, choose **Publish As** and then choose **PDF Document**.

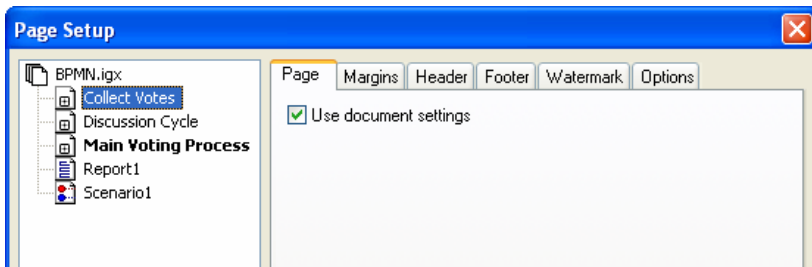
The **Publish As PDF Document** menu:



Page Setup Flexibility	Benefit
<p>Define the page setup for all components from a single dialog. Settings include header and footer, margins, scaling, orientation, watermarks, and more.</p> <p>Use global settings when appropriate.</p> <p>Copy and paste page settings between components.</p>	<p>Combine landscape and portrait diagrams in a single document.</p> <p>Apply print settings with speed and control.</p>

To apply the same page format to all file components:
 Open the document C:\Program Files\iGrafx\Pro\12.0\Sample\BPMN.igx. On the **File** menu, choose **Page Setup**. In the left frame, right-click **Main Voting Process** and choose **Copy page setup to clipboard**, right-click **BPMN.igx** (at the top of the left frame) and choose **Apply page setup from clipboard**.

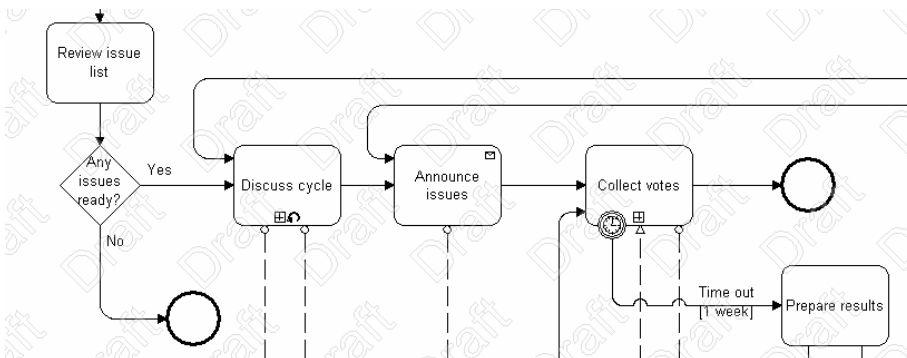
In the left frame, click **Collect Votes** and then select **Use document settings** on the **Page** tab. Repeat this step for each component. The **Page Setup** dialog:



For new documents, **Use document settings** is enabled for all document components.


Watermarks	Benefit
<p>Digital watermarks are visible text that displays and prints in the background over a document.</p> <p>Vary the font, rotation, spacing and intensity of watermarks.</p>	<p>Ensure that draft and unapproved documents are clearly marked.</p> <p>Place copyright and other notices prominently.</p>

To use with any document:
 On the **File** menu, choose **Page Setup**. In the left frame, click a diagram name and then click the **Watermark** tab. Select the **Enable watermark** check box and type "Draft" in the text field. Click **OK** and then view the component you applied the watermark to. A BPMN diagram with a watermark:



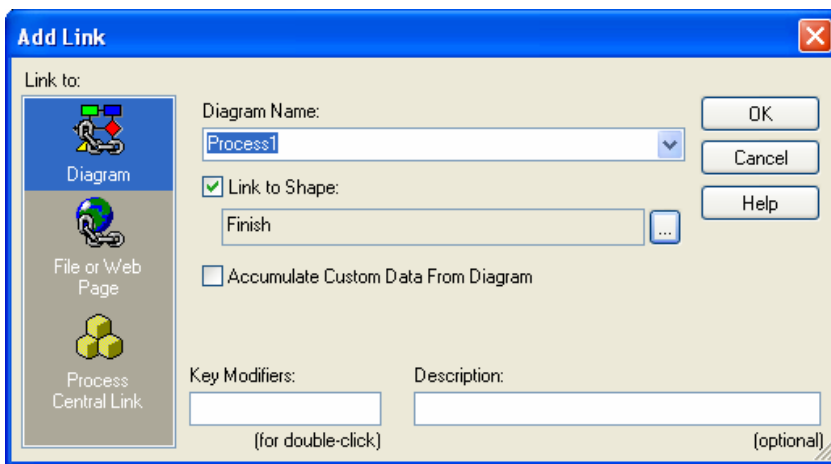
Link to Shapes	Benefit
Define links from shape to shape within a diagram or across diagram boundaries.	Define associations between related activities. Navigate more easily within or across process map boundaries.

To use:

Create a new process diagram and add a shape labeled "Finish". Select the "Start" shape and on the **Insert** menu choose **Link**. Change the **Diagram Name** to "Process1", select the **Link to Shape** check box, click , choose "Finish" in the **Pick Diagram Object** dialog, and click **OK**.

To test the link, right-click the "Start" shape and choose the shape name at the bottom of the menu.

The **Add Link** dialog:



Bookmark Links	Benefit
Link iGrafx shapes to bookmarks in Microsoft Office documents, web pages and Adobe Acrobat files. Link to: <ul style="list-style-type: none"> • Bookmark name (Word or HTML) • Named range (Excel®) • Slide number (PowerPoint®) • Page number (Acrobat) 	Use links to describe activities with supporting documentation. Navigate to the bookmarked text in your linked files instead of the first page.

To create a bookmark link:

From Microsoft Word, open a multi-page document and scroll past page 1. On the **Insert** menu, choose **Bookmark**. Name the bookmark "Destination" and click the **Add** button. Close and save the document.


From iGrafx, open or create a new diagram and select a shape. On the **Insert** menu, choose **Link**. Choose

File or Web Page and click the **Folder** button . Navigate to the Word document containing the bookmark, select it, and click **Open**. In the **Bookmark** field, type "Destination" and click **OK**.

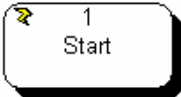
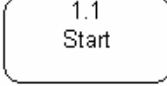
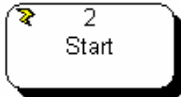

To test the link:

Right-click the linked shape and choose the Word document name at the bottom of the menu.

Hierarchical Shape Numbering	Benefit
In hierarchical processes, one or more shapes are linked to subprocesses. The sub-process shape numbers are updated if the parent shape number changes.	iGrafx saves time by automatically maintaining the correct shape numbers in hierarchical models.

To display hierarchical shape numbering:
 Create a new process map. Double-click the “Start” shape and choose the **Process** page. Change the **Activity Type** drop-down to **Subprocess**, click the **New** button and click **OK** twice. In the **Toolbox Toolbar**, click the **Numbering** tool  and choose **Show All Shape Numbers**. Right-click the “Start” shape and choose **Process2**. In the **Toolbox Toolbar**, click the **Numbering** tool and choose **Show All Shape Numbers**.

Return to the parent diagram and modify the number of the “Start” shape by clicking the **Numbering** tool and choosing **Auto Renumber**. Type “2” in the **Starting Number** field and click **OK**. Right-click the “Start” shape and choose **Process2**. The subprocess shape number has been updated to “2.1”.

Original parent shape: 	Original child diagram shape: 
If the parent shape is renumbered:	Shapes in the child diagram are automatically renumbered:
	

Enhanced Visio® Import	Benefit
<p>New optional features for files created with Visio 2000, 2002, 2003 or 2007:</p> <ul style="list-style-type: none"> • Convert multi-page Visio diagrams to a single iGrafx component • Improved import of grouped shapes as single iGrafx shapes • Convert headers and footers 	<p>Upgrade faster from Visio to iGrafx.</p> <p>Convert and extend Visio files to iGrafx format for process analysis and simulation.</p>

To import Visio diagrams:
 On the **File** menu, choose **Open**. Navigate to a Visio diagram with any of the features described above. Select the Visio file and click **Options**. Set the desired options and click **OK** and then click **Open**.

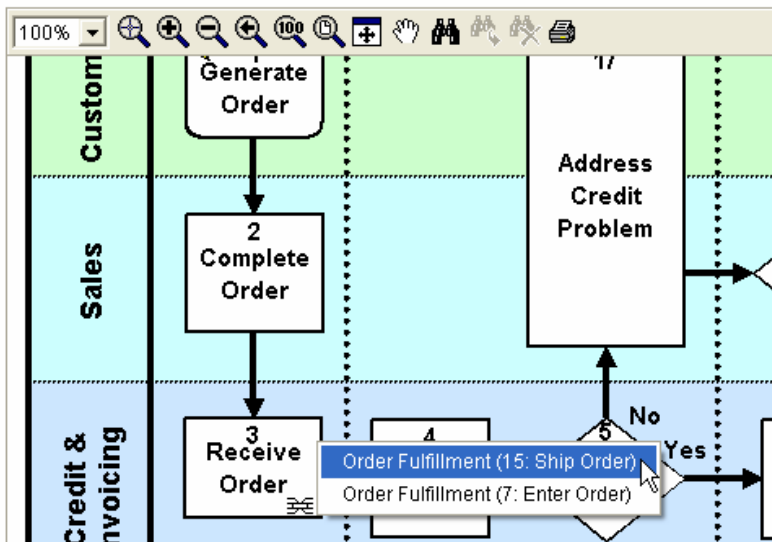
Improved Java® Web Publishing	Benefit
<p>New features include:</p> <ul style="list-style-type: none"> • Initial zoom level setting • Link behavior control • Optional control over header and footer display and web output printing 	<p>Customize the web view of iGrafx documents to fit corporate web content standards.</p>

To publish diagrams to Java format with the new link behavior:
 Open a new or existing document such as C:\Program Files\iGrafx\Pro\12.0\Sample\ACME_Order.igx. From any of the shapes create a link to another shape (see the **Link to Shapes** section above for instructions). Add a second link from the source shape to a third shape in the diagram.

On the **File** menu choose **Publish As** and then choose **Web Page**. Select the **Order Fulfillment** process and set the **Output Format** to **Java Applets**. Click the **Advanced** button, set the options as desired and click **OK** and click **OK** again.

When asked to see the published document, click the **View** button. In the Java output, click the shape with two links to test the behavior you specified.

In this published Java output, the “Receive Order shape” is linked to two other shapes:



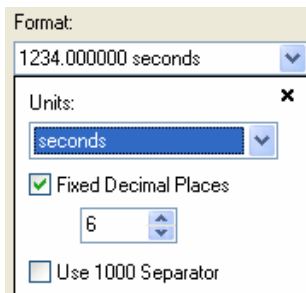
Custom and Lean Data Formatting	Benefit
<p>Describe how lean data, custom data, and sheet data are displayed. Number formatting options include:</p> <ul style="list-style-type: none"> • Set precision up to 6 places • Optionally include 1000s separator • Describe negative number format 	<p>Improve the display of numeric data on Lean diagrams and other documents.</p>

To format custom and lean data:

Double-click a process shape in a new value stream map. In the **Properties** dialog box, choose the **Lean Data** page, click the **Setup** button, select **Total C/T**. Click the **Format** down arrow and select **Fixed Decimal Places** check box, enter “6” to set the precision to six places, and then click **OK**.

Note: Negative numbers are generally not used for lean data fields.

The **Format** control:



Improved Documentation	Benefit
<p>Read the new Rapid Learning Guide, Simulation Quick Reference Guide and Process Diagrams Quick Reference Guide.</p> <p>The iGrafx 2007 Help system is reorganized into procedural, reference, and conceptual help topics.</p>	<p>Get immediate answers to your questions with task-based procedures and reference material focused on end results.</p> <p>Conceptual topics are separate from procedures so that task-based information is pulled out and uncluttered with background information.</p>

To view the Page Setup procedures:

On the **Help** menu choose **iGrafx Help**. Select the **Contents** tab, expand **Documents and Diagrams Procedures** and click **Page Setup**. The description is written as a series of procedures.

New Tutorials	Benefit
<p>Access new tutorials from the Welcome dialog box or Help menu:</p> <ul style="list-style-type: none"> • Lean VSM • Process behavior modeling • What-If analysis and simulation • Six Sigma analysis • Cause and Effect diagrams • BPMN diagrams 	<p>Become productive faster with tutorials that provide step-by-step instructions to create, analyze, and improve process models.</p>

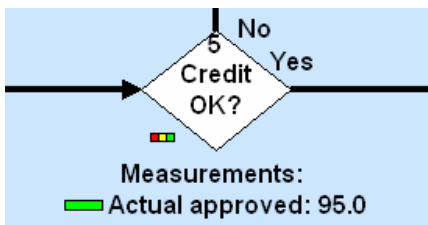
To view tutorials:
On the **Help** menu choose **iGrafx Tutorials**.

Enterprise Field Codes	Benefit
<p>Display values of activity enterprise properties on diagrams. The new display fields work on these existing values:</p> <ul style="list-style-type: none"> • Measurements • Risks <p>Fields that display the values of these objects require iGrafx® Enterprise Central™:</p> <ul style="list-style-type: none"> • Goals • Requirements • Strategies • Business rules • Input and output work products 	<p>Visualize and communicate enterprise data stored at diagram process shapes.</p> <p>Run custom macros to display real-time data (for example, the latest performance measurement) imported to enterprise fields.</p>

To create an enterprise field code:
Open the ACME_Order.igx sample file. Double-click the “Credit OK?” Shape. In the **Properties** dialog box, click the **Enterprise** page, click the **Measurements** tab, click the **Add** button, in the **Name** field, type “Actual Approved” and click **OK**. In the **Value** field, type “95” and click **OK**.

Right-click the “Credit OK?” shape and choose **Fields**. In the **Shape Fields** dialog box, click the **New Field** button. In the **New field** dialog box, expand **Enterprise Data** and choose **Measurements Block**. Set the **Format** and **Filter** blocks as desired and click **OK**. In the **Location** section of the **Shape Fields** dialog box, choose a location under the shape and click **OK**.

The “Credit OK?” shape with a measurements field.



Collapsible Departments	Benefit
In the Swimlane® name area, hide and display one or more levels of organizational hierarchy.	Simplify the diagram for better communication.

To hide a department level:

Create a new process diagram. Change the name of “Dept. 1” to “Parent department”. On the **Insert** menu, choose **Department**, change the **Location** drop-down to **Child of**, in the **New Department Name** field, type “Child department 1” and click the **Apply** button. In the **New Department Name** field, type “Child department 2” and click **OK**. On the **View** menu, point to **Departments** and choose **Hide One Department Level**.

Department names created from a Process Central resource model can also be hidden.

Original diagram:

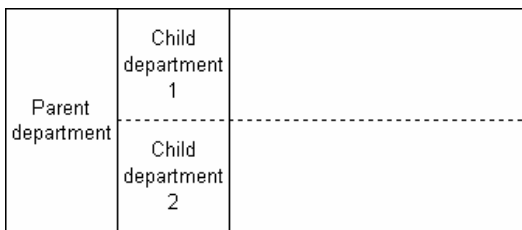
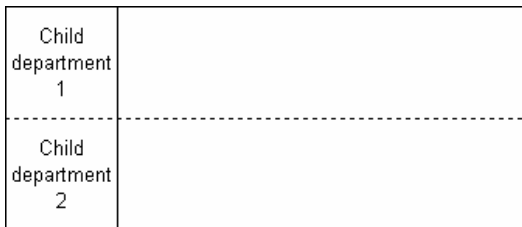


Diagram after hiding one department level:



New Arrowheads	Benefit
<p>New arrowheads are available:</p>	Layout and electrical diagrams use these new arrowheads.

To apply a new arrowhead:

Right-click a diagram line and choose **Format**. In the **Format Line** dialog box, click the **Arrows and Crossovers** tab, and then choose an arrowhead from the **Source Arrow** or **Destination Arrow** drop-downs. Alternatively, use the **Arrows** tab of the **Gallery** displayed on the right border of the tool.

File Properties	Benefit
View basic properties of iGrafx files such as the pathname, size, and author.	From within iGrafx, quickly see where a document resides.

To set file properties:

Open an existing diagram and on the **File** menu, choose **Properties**.

Unicode Support	Benefit
<p>Unicode is an industry standard designed to allow multi-lingual text and symbols to be consistently represented and manipulated electronically. Use with:</p> <ul style="list-style-type: none"> • Diagram shape text • Header and footer text • Watermarks • Component names • Swimlane names • Modeling attributes 	<p>Use multiple languages within all iGrafx text fields.</p> <p>Create multi-lingual process models that are shared internationally.</p>

Additional Enhancements	Description
Grid snapping increments	Describe the grid units in millimeters or imperial units.
Custom data “product” accumulation	Create a custom data summary result by multiplying custom data values.
Set the output path of the publish web project name	Name the root publish folder from the dialog.
Set the file name when publishing to Microsoft PowerPoint and Word	In iGrafx 2006 the output file name is set by the tool.
Automatic Custom Data roll-up to parent processes	In iGrafx 2006 a command is run to roll-up Custom Data values from subprocesses. Roll-up is automatic in iGrafx 2007.

What's New in iGrafx Process™ 2007 and iGrafx Process™ 2007 for Six Sigma

Resource Model

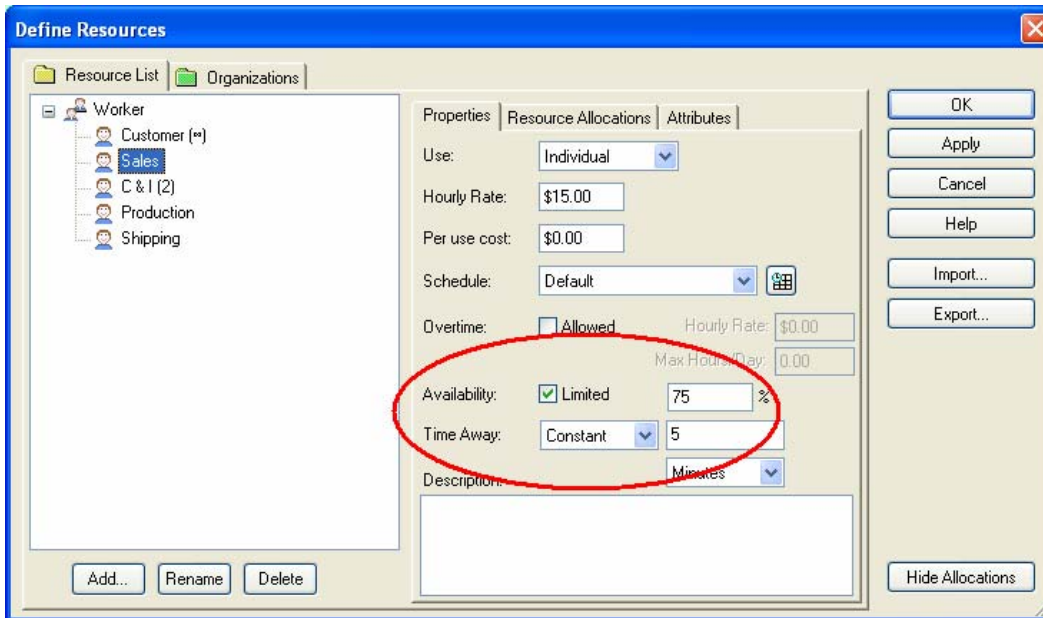
The resource model is available in FlowCharter but achieves its greatest value when used for simulation analysis with iGrafx Process and iGrafx Process for Six Sigma.

Availability	Benefit
<p>Qualify resources by both schedule and availability percentage.</p> <p>Model periodic and unscheduled resource downtimes.</p>	<p>Restrict resource usage across multiple processes.</p> <p>For example, a resource might be available to the claims process 75% of the time and the payments process 25% of the time.</p>

To specify resource availability:

Open the ACME_Order.igx sample file. On the **Model** menu, choose **Resources**. If the **Show Allocations** button is visible then click it. Click the **Resource List** tab and select the "Sales" resource. In the **Properties** tab, next to **Availability**, select the **Limited** check box, enter "75" and click **OK**.

The **Define Resources** dialog with **Availability** circled:



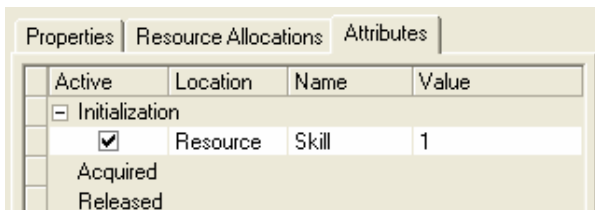
Continue using ACME_Order.igx in the following steps.

Skill Level and Attributes	Benefit
<p>Set the skill level of any individual or pool.</p> <p>Create custom resource attributes.</p>	<p>Acquire resources by skill level or express task duration times by resource skill level.</p> <p>Create a more authentic resource model by assigning resource attributes that impact process flows.</p>

To specify resource skill level:

If not open already, open the ACME_Order.igx sample file. On the **Model** menu, choose **Attributes**. Select the **Resource** Location, click the **Add** button, under **Attribute Name**, type "Skill", click **OK**, and click **OK** again.

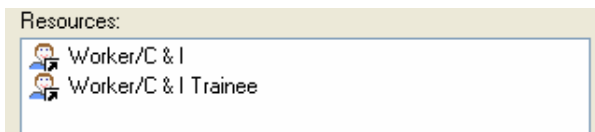
On the **Model** menu, choose **Resources**. If the **Show Allocations** button is visible then click it. Select the **Resource List** tab, then click the **Add** button and choose **Resource**. Type "C & I Trainee", select the **Properties** tab, type \$10.00 for the hourly rate. Click the **Attributes** tab, then click the **Add** button and choose **Initialization**. Ensure that **Location** is set to **Resource**. Set **Name** to "Skill" and set **Value** to "1" as shown below.



On the Resource List tab, choose the resource "C & I (2)". On the **Attributes** tab, click the **Add** button and choose **Initialization**. Ensure that **Location** is set to **Resource**. Set **Name** to "Skill" and set **Value** to "2".




Click the **Properties** tab and change the **Use** to **Individual**.

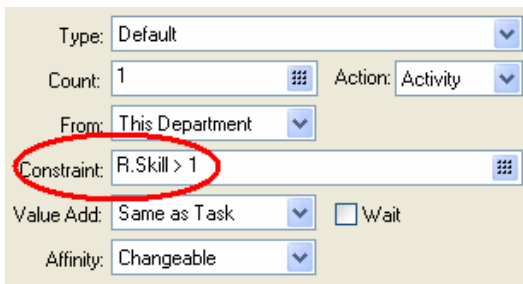
Leave "C & I" highlighted in the **Resource List**. While holding the **CTRL** key down, right-click "C & I Trainee", choose **Allocate to Organization**, choose **Credit & Invoicing**, and click **OK**. Choose the **Organizations** tab and select the **Credit and Invoicing** organization. The **Resources** section shows that "C & I" and "C & I Trainee" are allocated to the **Credit and Invoicing** organization as displayed below:



Click **OK** to close the **Define Resources** dialog and continue the instructions in the next section.

Resource Constraints	Benefit
Acquire resources according to user-defined rules.	Qualify how and when resources are used. For example, an activity may require a resource with a minimum certification level.

To use a resource constraint, perform the steps above then continue with these steps: Double-click the “Check Credit” shape. In the **Properties** dialog box, click the **Resources** page. If the **Constraint** field is not displayed then click the **More Resource Details** button . Click the **Expression Builder** button  in the **Constraint** field, click the **Paste Attribute Name** button  select **Resource** in the **Location** area, choose **Skill** and click **OK**. Type “> 1” after the attribute name and click **OK**. The **Constraint** field now looks like this:



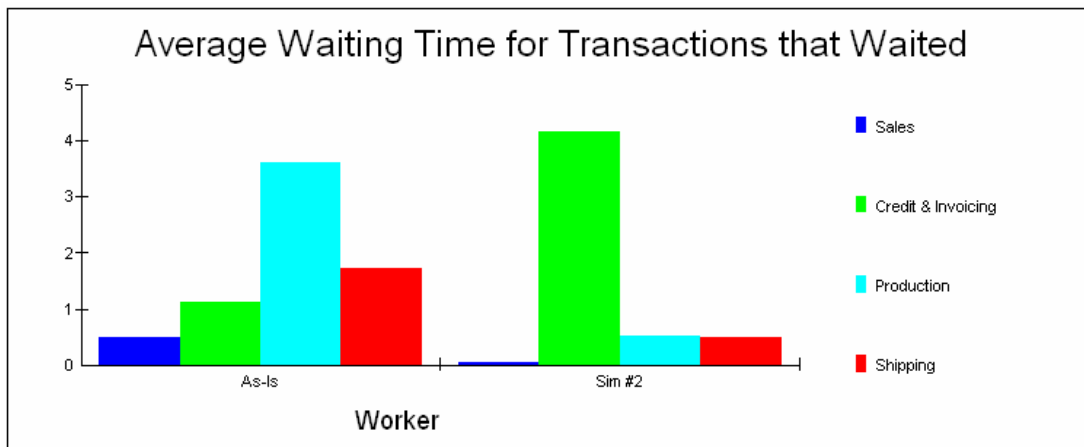
The screenshot shows the 'Resources' page of the Properties dialog box. The 'Constraint' field is highlighted with a red circle and contains the text 'R.Skill > 1'. Other fields include 'Type: Default', 'Count: 1', 'Action: Activity', 'From: This Department', 'Value Add: Same as Task', and 'Affinity: Changeable'.

On the **Model** menu, choose **Run Setup**, click the **Initialization/Reports** tab, click the **Append to Report** option, and click **OK**.

On the **Model** menu, point to **Run** and choose **Start**.

A simulation report is displayed. Click the **Custom** tab and scroll down to the graph showing **Average Waiting Time for Transactions that Waited**.

Notice that there is a large increase in the waiting time in the “Credit and Invoicing” department because the “Check Credit” activity (which has the longest duration time in the process) must acquire a skilled worker to perform the activity.



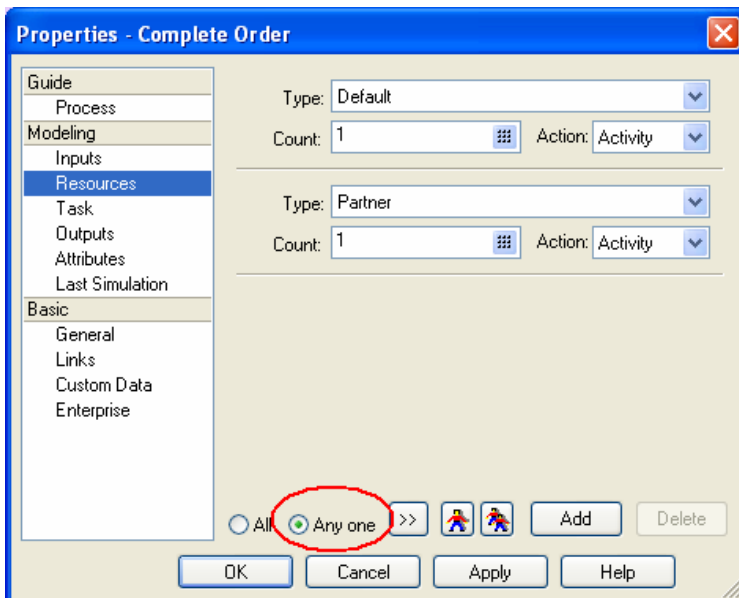
Alternative Resources	Benefit
<p>In the Properties dialog box – Resources page, specify if just one or all listed resources are acquired at an activity shape.</p> <p>Acquire resources from any department (not just the department containing the activity).</p>	<p>Model activities where any of multiple resources can perform the task.</p>

To specify alternative resources:

Open the ACME_Order.igx sample file. On the **Model** menu, choose **Resources**. If the **Show Allocations** button is visible then click it. Choose the **Resource List** tab, click the **Add** button and choose **Resource Type**, type “Partner” and click **OK**.

Double-click the shape “Complete Order”. In the **Properties** dialog box, click the **Resources** page, click the **Add** button, change the **Type** of the added resource to **Partner**, select the **Any One** choice (circled in the picture below) and click **OK**.

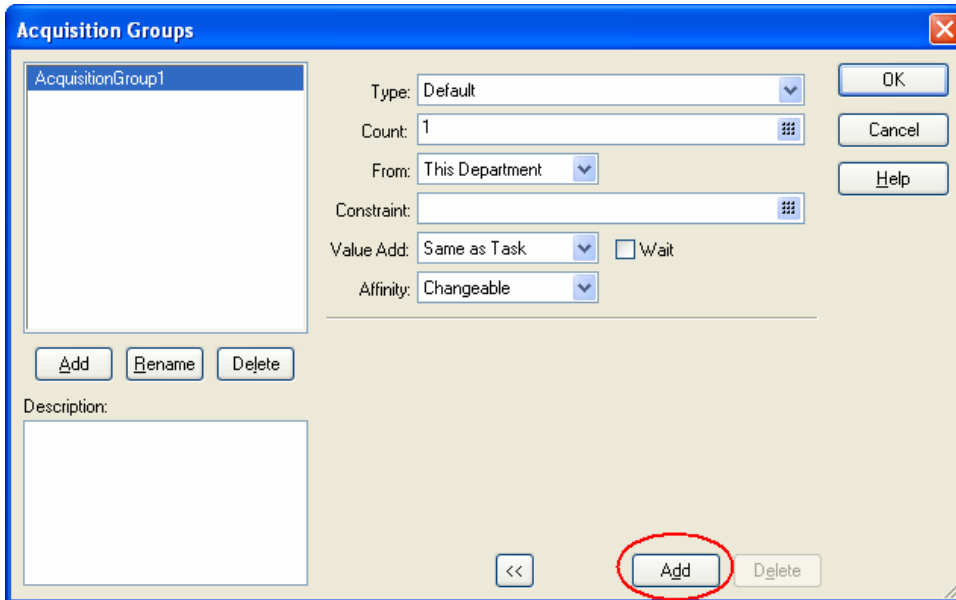
The **Properties** dialog (with less resource details displayed) after allowing either a Partner or Default resource to perform the “Complete Order” step:



Acquisition Groups	Benefit
Team multiple resources into a named group that's acquired by multiple activities in the model.	Commonly used sets of resources are defined once and then referenced where needed. Reduce modeling time by reusing common resource teams.

To create an acquisition group:

Perform the steps in the above feature description. On the **Model** menu, choose **Acquisition Groups**, click the **Add** button under the acquisition groups list. Click the **Add** button in the lower right portion of the dialog box (circled below):

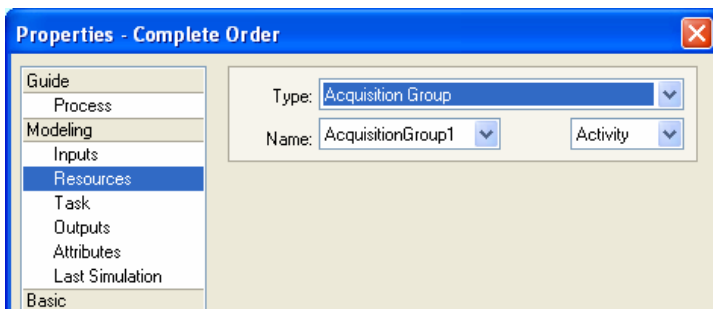


Change one of the **Type** drop-downs to **Partner**, select the **Any one** option, and click **OK**.

To use an acquisition group at an activity:

Double-click the shape "Complete Order" and select the **Resources** tab. If there are two resources listed, select one of the resources and click the **Delete** button. Change the **Type** of the remaining resource to **Acquisition Group**, and click **OK**.

The **Properties** dialog acquiring an acquisition group:

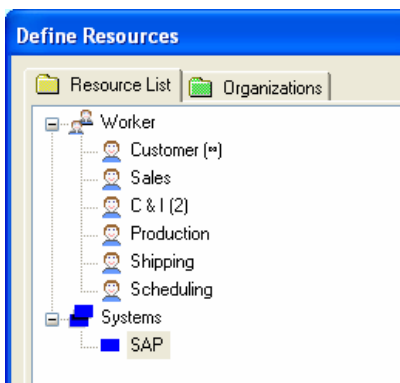


Improved Infrastructure Support	Benefit
<p>Represent non-human resources more easily. These include printers, software, systems, and other infrastructure, that support processes and activities.</p> <p>Represent non-worker resources, such as the HR system, as swimlanes.</p>	<p>Architect how non-human elements of your enterprise support and sustain your processes.</p>

To create resources and organizations:

Open the ACME_Order.igx sample file. On the **Model** menu, choose **Resources**. If the **Show Allocations** button is visible then click it. Select the **Resource List** tab, click the **Add** button, choose **Resource**, and type "Scheduling".

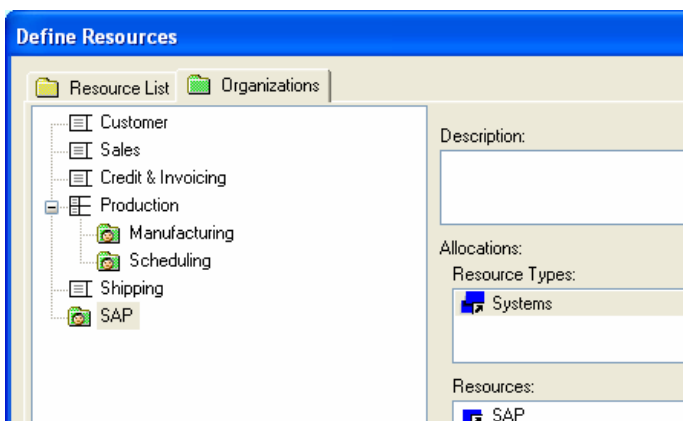
Click the **Add** button and choose **Resource type**, select **Other** under **Classification**, right-click the "Type1" resource type, choose **Rename** and type "Systems", and press the **Enter** key. Right-click "Systems-A", choose **Rename**, and type "SAP". The **Define Resources** dialog box after creating the "Scheduling" and "SAP" resources:



Click the **Organizations** tab. Right-click **Production**, point to **Add** and choose **Child**, then type "Manufacturing". Right-click **Production**, point to **Add** and choose **Child**, then type "Scheduling".

Click the **Add** button, choose **Top-Level**, type "SAP", and press the **Enter** key. Right-click "SAP" and choose **Allocate Resources**. In the **Choose Resource** dialog box, expand "Systems", select **SAP**, and click **OK**.

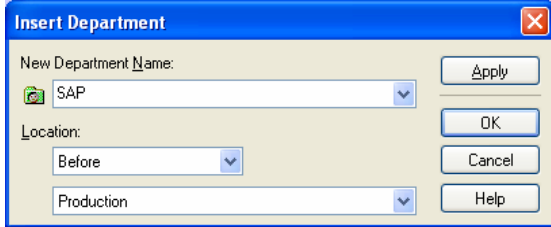
The **Define Resources** dialog box after adding three additional organizations:



Click **OK** in the **Define Resources** dialog box.

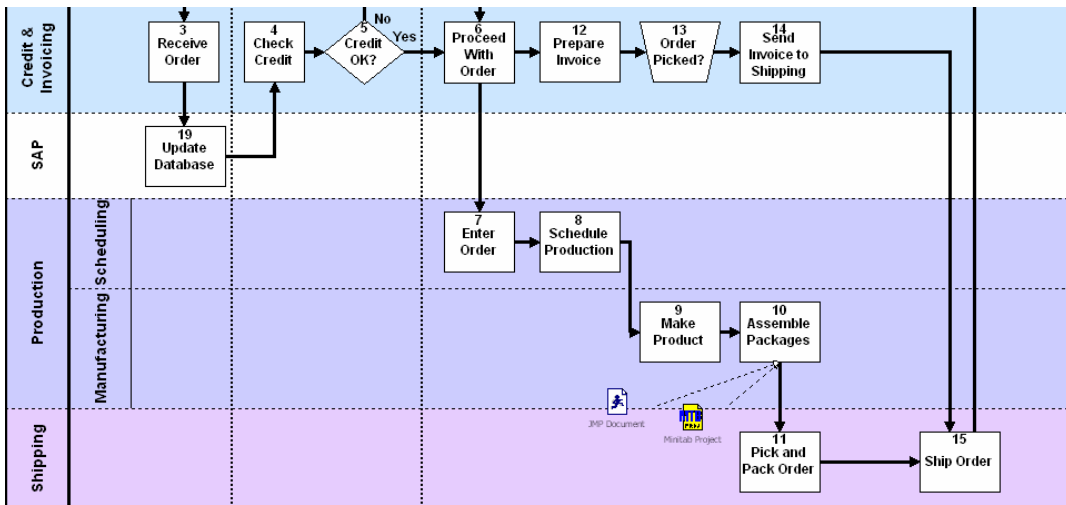
To add new swimlanes representing organizations defined above:


Right-click the Name area of the “Production” swimlane and choose **Insert Department**. In the **New Department Name** drop-down, choose **SAP**. Leave the **Location** drop-down set to **Before** and **Production** as shown below and click the **Apply** button.

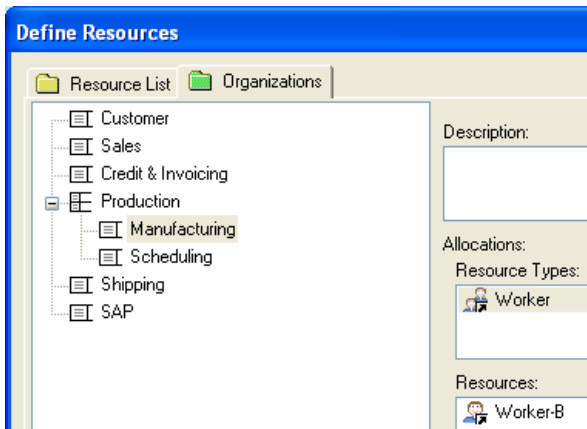


Change the **Location** drop-down to **Child of**. In the **New Department Name** drop-down, choose **Scheduling**, and then click the **Apply** button. In the **New Department Name** drop-down, choose **Manufacturing** and click **OK**.

Move the “Make Product” and “Assemble Packages” shapes to the “Manufacturing” swimlane. Delete the connection line between “Receive Order” and “Check Credit”. Add a shape labeled “Update Database” to the “SAP” swimlane and connect it as shown below:



On the **Model** menu, choose **Resources**. Notice that the icons for the “Manufacturing”, “Scheduling”, and “SAP” organizations have changed to  indicating they are represented by swimlanes in the diagram:



Also notice that new worker resources are automatically created and allocated to the “Manufacturing” and “Scheduling” organizations because the swimlanes representing them contain activities that acquire a Default resource.

To avoid automatic worker allocations to the “SAP” organization, we allocated the “SAP” resource to the “SAP” organization.

Organization Hierarchy	Benefit
<p>Describe organization hierarchy, roles, groups, pools, and individuals.</p> <p>Choose resource model organization units when adding swimlanes from the Department Manager.</p>	<p>Allocate resources to their appropriate roles and organization units.</p> <p>Build a clear picture of the human resource structure of an enterprise.</p> <p>Update swimlane names in multiple processes from the resource model.</p>

To create organization hierarchy, follow the steps in the previous section.

Exchange Resource Models	Benefit
<p>Export and import resource models using XML.</p>	<p>Export a resource model and use it in a separate model created by you or others in your organization.</p>

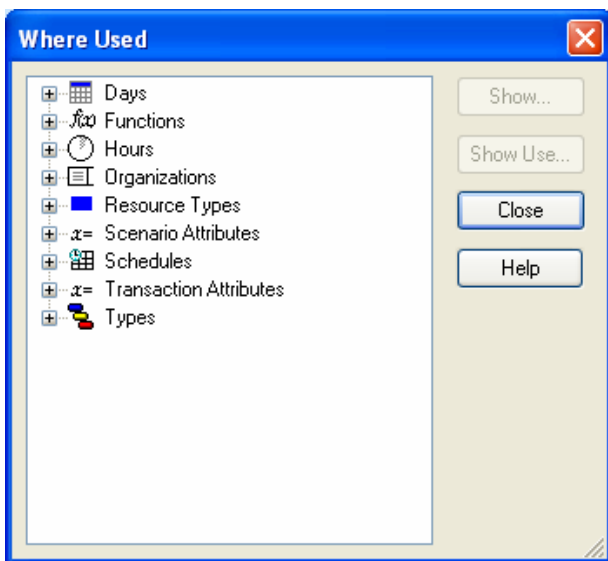
In the **Define Resources** dialog, click the **Export** button, navigate to any folder on your hard drive, in the **File Name** field, type “ACME resource model”, click the **Save** button, and click **OK**.

Create a new Process diagram. On the **Model** menu, choose **Resources**, click the **Import** button, select the XML file saved earlier, and click **Open**. The resources and organizations defined in the XML file are now available to the current model.

Other Modeling Enhancements

Where Used	Benefit
<p>Display where and how model elements are used by process activities. Some of the searchable objects are:</p> <ul style="list-style-type: none"> • Resources • Organizations • Schedules • Transaction attributes • Scenario attributes 	<p>View the model objects affected by changes.</p> <p>Find important process data faster.</p> <p>Make model changes and improvements with fewer errors.</p>

To see where model objects are used:
On the **Tools** menu, choose **Where used**.



Additional Enhancements	Description
Activity attributes	Use custom data fields in activity descriptions. For example, a custom data field can be used in an expression defining the activity work time.
Improved expression error messages	iGrafx provides a better description of the location of syntax errors.
Dozens of new system functions, for example, Switch and Select.	The new functions are for transaction flow control and manipulating string values and resources.

What's New in iGrafx® Process Central®

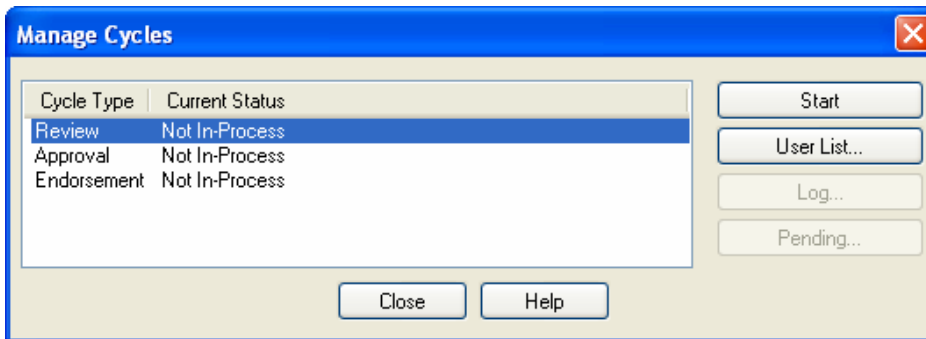
Upgrade your Process Central repositories to iGrafx 2007 format before attempting the new features described below.

Document Cycles	Benefit
<p>Three document life cycle procedures are available:</p> <ul style="list-style-type: none"> Review (new feature) Approve Endorse (new feature) 	<p>Solicit comments on draft processes with a review cycle before the approval procedure.</p> <p>Confirm receipt and understanding of an updated process with an endorse cycle after the approval procedure.</p>

To start cycles and define user lists:

In the **Process Central Explorer** bar, select an object. On the **ProcessCentral** menu, point to **Cycles** and choose **Manage**.

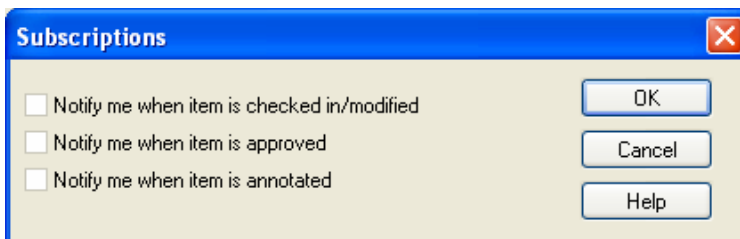
The **Manage Cycles** dialog box:



Cycle Notifications and Subscriptions	Benefit
<p>When repository documents change status, email notifications are delivered to users. For example, reviewers can be notified when a review cycle is complete.</p> <p>A subscription sends email when documents are modified, approved, or annotated.</p>	<p>Collaborate with team members to build and maintain repository process models.</p> <p>Notifications keep colleagues up-to-date on the latest changes.</p>

To subscribe:

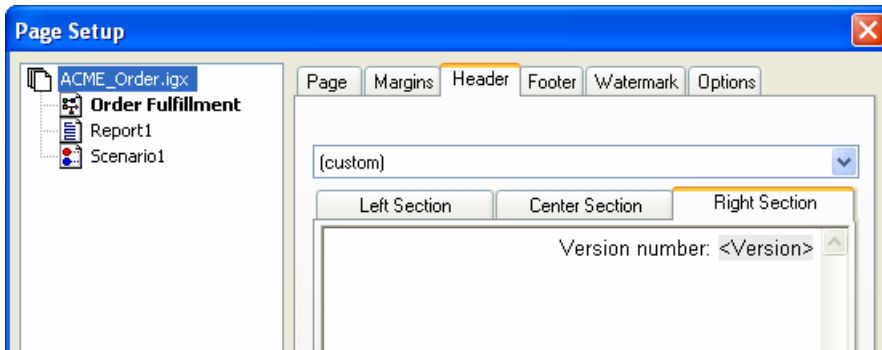
In the **Process Central Explorer** bar, select one or more objects. On the **ProcessCentral** menu, choose **Subscriptions**. The **Subscriptions** dialog box:



Document Field Codes	Benefit
<p>Display repository status information within an iGrafx diagram.</p> <p>For example, display the current approval status, version number, and most recent author in the diagram header.</p>	<p>The document approval status is maintained by the repository and automatically updated and displayed within the document.</p> <p>Ensure that unapproved documents are always appropriately marked.</p>

To create a repository document field code:

Check out a repository document. On the **File** menu, choose **Page Setup**, select the document name in the list, and click the **Header** tab. Click the **Right Section** tab, click **Insert**, and choose **More Fields**. In the **New Field** dialog box, expand **Process Central**, click **Version**, and click **OK**. Place the cursor before the field and type "Version number:" so the dialog looks like this:

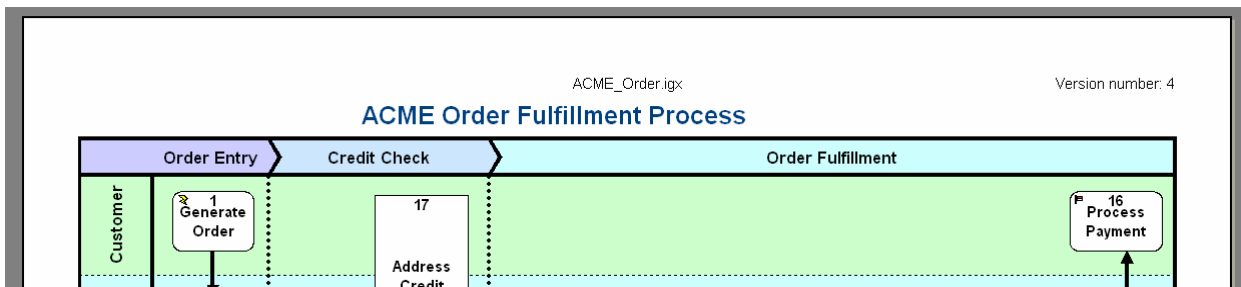


In the left frame, select each document component and select the **Use document settings** check box on the **Header** tab. Click **OK**.

To view the field code:

On the **File** menu, choose **Print Preview**.

The repository version number displayed in the header of a diagram:

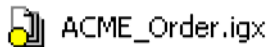


Approval Status Indicators	Benefit
<p>The repository window displays each document's approval status.</p> <p>For example, a yellow over green icon indicates that the latest version is nominated for approval and an earlier version is already approved.</p>	<p>Approval icons give a clear view of progress toward process model enhancements.</p> <p>Managers instantly see what approvals are lagging and need attention.</p>

To display approval indicators:

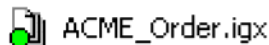
Open C:\Program Files\iGrafx\Pro\12.0\Sample\ACME_Order.igx. In the **Process Central Explorer** bar, right-click a folder, choose **Add "ACME_Order.igx"**, and click **OK**. Select "ACME_Order.igx" in the **Process Central Explorer** bar. On the **ProcessCentral** menu, point to **Cycles**, and choose **Manage**. Click **Approval**, click the **Start** button, click **OK** (to set yourself as the approver), and then click **Close**.

A yellow dot appears on the document icon displayed in the repository window:



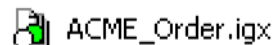
In the **Process Central Explorer** bar, select the document waiting for approval. From the **ProcessCentral** menu, choose **Cycles**, and then choose **Approval Vote**. Select **Vote Yes**, and click **OK**.

A green dot appears on the document icon displayed in the repository explorer bar:



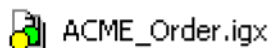
In the **Process Central Explorer** bar, right-click ACME_Order.igx and choose **Check Out**. Make a change to the document. In the **Process Central Explorer** bar, right-click ACME_Order.igx and choose **Check In**.

A white dot is displayed over the green dot to indicate that the latest version is not approved but there is an approved earlier version:



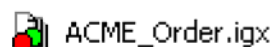
In the **Process Central Explorer** bar, select ACME_Order.igx. On the **ProcessCentral** menu, point to **Cycles**, and choose **Manage**. Click **Approval**, click the **Start** button, click **OK** (to set yourself as the approver), and then click **Close**.

A yellow dot is displayed over the green dot to indicate that the latest version is waiting for approval and there is an earlier approved version:



In the **Process Central Explorer** bar, select ACME_Order.igx. From the **ProcessCentral** menu, choose **Cycles**, and then choose **Approval Vote**. Select **Vote No**, and click **OK**.

A red dot is displayed over a green dot to indicate that the latest version was not approved and there is an earlier approved version:



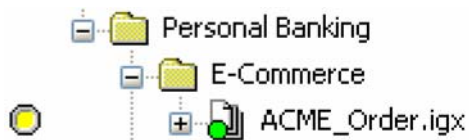
Project Tracking	Benefit
<p>Define projects and assign them to multiple repository objects.</p> <p>Assign projects a start date, end date, and completion percentage.</p> <p>Create reports and queries of project status across the repository.</p>	<p>Associate processes and documents with projects to better understand when processes are targeted for improvement.</p> <p>Tracking indicators automatically change color if a project completion date might be missed.</p>

To create a repository project:

In the **Process Central Explorer** bar, right-click a document and choose **Properties**. In the **Repository Item Properties** dialog box, click the **Status** tab. In the **Project Name** drop-down type "Sample Project". Click the **Start Date** field, choose a date before today's date and click **OK**. Click the **End Date** field, choose a date after today's date and click **OK**. Enter "50" in the **Percent Complete** field and click **OK**.

A color-coded project status indicator is displayed near the left border of the **Process Central Explorer** bar.

A yellow circle indicates that the project work on the ACME_Order model will not finish by the end date at the current rate of progress:



To create a summary project report:

On the **ProcessCentral** menu, point to **Repository** and choose **Project Report** or **Overdue Items**.

Multiple Select	Benefit
<p>Highlight multiple repository objects before performing any of these commands:</p> <ul style="list-style-type: none"> • View Current Version • Check Out • Label Current Version • Delete • Subscription • Approval vote • Start approval cycle 	<p>Perform repository operations faster.</p>

To use multiple select:

In the **Process Central Explorer** bar, click an object and then hold the **Ctrl** key while you click to select additional objects. Use either the **ProcessCentral** menu or right-click to choose the desired command.

To use multiple select to vote or start an approval cycle, first add their command buttons to a toolbar: From the **View** menu, choose **Toolbars**, click **Customize**, in the **Categories** field, select **Process Central**, drag and drop the **Vote** or **Start Approval Cycle** buttons to a toolbar.

Repository Resource Model	Benefit
<p>See the resource model description earlier in this document.</p>	<p>iGrafx repositories provide safe storage of process models and documentation. Now manage organization and IT architecture descriptions within a repository and reference the resources from any process.</p>
<p>Maintain the resource model in a repository to share and reuse resource objects across all repository process maps.</p>	<p>Build process models faster by leveraging predefined resource definitions.</p>
<p>From the repository window in the Explorer bar, add diagram swimlanes representing resources.</p>	<p>Repository resource model changes are automatically pushed to all process models that use the repository resource model.</p>

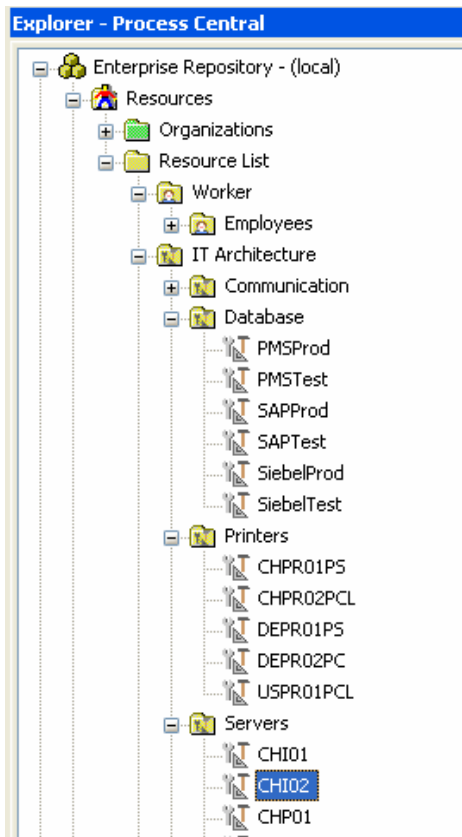
To create a repository resource model:

Open a **Process Central** repository. On the **ProcessCentral** menu, point to **Repository** and choose **Create Resource Model**.

In the **Process Central Explorer** bar, right-click  **Resources** and choose **Check Out**. Use the **Add** button to build a resource model of resources, resource types, folders and organizations. To save changes, click **OK** and then check-in the Resource Model.

The repository resource model can also be created using the Process Central synchronization command in **iGrafx Enterprise Modeler**.

A portion of a repository resource model:



View Historical Components	Benefit
View historical data on documents and components.	Retrieve the process map most relevant to your work.

To view component histories:

In the **Process Central Explorer** bar, right-click an iGrafx component and choose **History**. Previous product versions only allowed the **History** command on document objects.

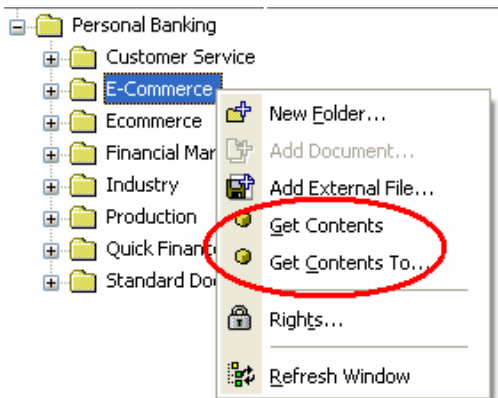
Get Contents	Benefit
Retrieve folders and documents from any repository folder.	<p>Copy large amounts of repository data for use outside of the repository.</p> <p>The repository structure and inter-document links are maintained in the retrieved files.</p>

To get folder contents:

In the **Process Central Explorer** bar, right-click a folder name and choose **Get Contents** or **Get Contents To**.

The **Get Contents** command retrieves documents to your local repository folder. The **Get Contents To** command retrieves documents to a specified folder.

The new commands on the context menu:



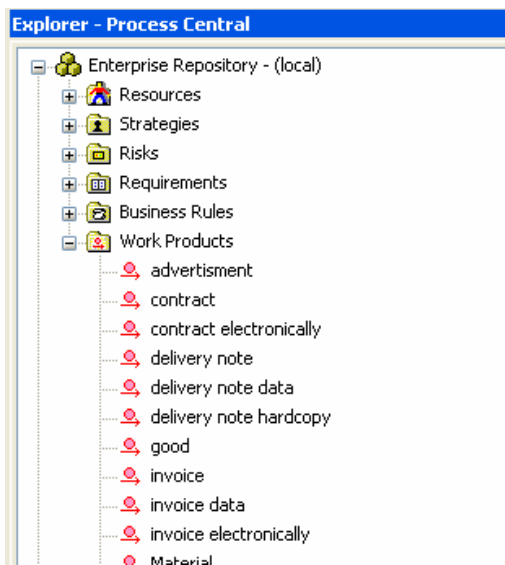
Web Central Enhanced	Benefit
<p>New features include:</p> <ul style="list-style-type: none"> • Initial zoom level setting • Link behavior control • Optional control over header and footer display 	Customize the web view of your iGrafx documents to fit the standards of your existing web content.

Click **Start** on the Windows toolbar, point to **All Programs**, point to **iGrafx**, and choose **Web Central Administration**. In the Web Central admin page, click **New** and specify settings.

Work Products	Benefit
<p>This feature requires iGrafx® Enterprise Modeler™ to create the repository of work products and report their usage.</p> <p>Work products are material, forms, or other data such as goods, invoices, and purchase orders that flow through processes.</p> <p>Set work product inputs and outputs at each activity.</p>	<p>Model information and data flows with reusable objects maintained by the repository.</p>

Use the Process Central synchronization command in **iGrafx Enterprise Modeler** to create Work Products in a Process Central repository. These work products are then associated to activities using the Enterprise page of the shape **Properties** dialog.

A portion of a repository including Work Products:



SQL Server 2005	Benefit
<p>Optionally purchase Enterprise Central and iGrafx Process Central bundled with Microsoft SQL Server 2005.</p>	<p>Get SQL Server 2005 at the lowest possible cost.</p> <p>Simplify the procurement process by purchasing from a single source.</p>

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