

PCS basics

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This roadmap contains two main areas. The first one briefly explains what is Path Coordination System and its main characteristics. The second part is focused on the first users and explains the main features of the software tool and a more detailed information of its processes and phases.

A brief introduction to PCS

[Video: Introduction to PCS: What is PCS?](#)

[Video: Processes, Phases and actors in PCS](#)

PCS and timetable process

Please find here also a reference documentation about the supported process types and their phases.

[Process types](#)

System PCS supports various process types for dossiers. They are defined in order not to mix up the terms with the rest of the dossier types. PCS processes differ to what purpose they serve.

[Phases](#)

Phases are the different stages or status a dossier can be.

Each of PCS process types consists of certain phases. Each phase specifies the current state of the dossier in the particular process. According to the phase are defined allowed actions, access rights for all participants and meaning of the dossier data. For further details check the particular phase in the corresponding process.

PCS constraints

Please find here a reference documentation that summarizes the constraints and mandatory fields that are used in PCS during dossier creation, dossier editing and dossier processing.

Roadmap for the PCS new users

New users of PCS are welcomed to watch and read these basic training materials that are focusing really on the basics:

- How to create a new dossier
- How to search for dossiers
- How to search and select Pre-Arranged Paths

Searching for dossiers

Watch the following videos (3 min each approximately) and try by yourself into the system:

Introduction to the Dashboard

Video of Dashboard: The Dashboard is the main page the user will encounter at first. It gives access to the different menus, including filters, labels, the creation of new dossiers for Railway Undertakings, search tools, personal settings, and dossier results.

Search and Advanced Search

Video of Search Function: There are a couple of ways to search for dossiers: quick search and advanced search. Filters and labels can be considered to another way of finding the right dossiers.

Filters

Video of Filters: Filters are important for storing pre-defined search criteria. Some of them are already by default in the system such as My Unresolved, Others should react, and so on.

Labels: How to use them

Video of Labels: Labels are an important part of PCS. They are a replacement for folders. Let's see why.

Create a new dossier

Dossier Creation (Create New Dossier Wizard)

There are several ways to create a dossier:

- Copy dossier
- Carry forward an existing dossier to the next timetable period
- Create a new dossier:
 - Using the Create New Dossier Wizard (this document)
 - From PaP Search (Please refer to "Select PaPs" document)

This part will focus on the create a new dossier function.

Search and select Pre-Arranged Paths

[Search for PaPs](#)


[Insert PaPs to a Dossier](#)


Other documents

If you are interested in more training materials or advanced documentation, please check [them here](#).

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