

How to use bulk promotion

▼ [Content](#)

What is bulk promotion?

With bulk promotion users are able to change their acceptance indicator or dossier phase for more than one dossier in one step. With this handy feature doesn't have to go to the dossier details and change the light or the phase dossier by dossier.

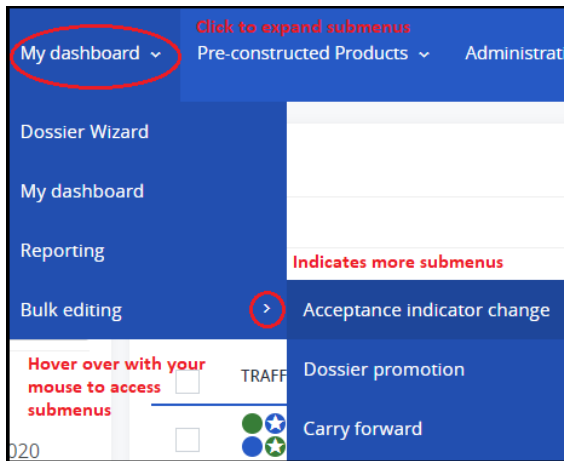
As it was written above there two types of bulk promotion:

- Acceptance indicator change: user can change his/her acceptance indicator to another color
- Dossier promotion: user promote dossiers to the next phase or can withdraw dossiers from a further phase

PCS is also doing promotion during the timetable process if the lights of the acceptance indicators are fine and there is a deadline in the process. For further details please check the PCS Process & Guidelines.

Where to find bulk promotion?

Bulk promotion is located under the "Dashboard" menu together with "My Dashboard", "Reporting" and "Bulk Editing".



Acceptance indicator change

After choosing the acceptance indicator change option the user will be lead to a search page that looks like and works almost the same way as the "Advanced search". There the user can search for the dossiers that he/she would like to edit.

Acceptance indicator change Reset

Dossier id:
 Int. Train No.:
 Timetable period:
 Process type:
 Phase:

Show all

Dossier name

Route

Catalogue Path Number

Train no.

Click to add more search criteria
 Scroll sidebar for more available options

<input type="checkbox"/>	TRAFFIC LIGHTS	INT. TRAIN NO. ⚡	DOSSIER NAME ⚡	PHASE ⚡	ID/VERSION	LAST CHANGE DATE ⚡	LABELS
<input type="checkbox"/>		46841	Coke Train N-S	Open	216281/5	10.09.2019	
<input type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216181/6	06.09.2019	
<input type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216161/3	05.09.2019	
<input type="checkbox"/>			Test partial harmonization	Observations	216002/9	29.08.2019	
<input type="checkbox"/>			Test case conflict 2	Pre-booking	215982/15	28.08.2019	<input type="button" value="PC EC Test"/>

Items per page:

When the user has the proper dossiers in the result, he/she can select them from the table with the checkboxes.

After the user selected the dossiers, the drop-down list will be enabled at the bottom of the screen, where the user can select the target light.

Acceptance indicator change Reset

Dossier id: Int. Train No.: Timetable period: Process type: Phase: 0

Labels:

Select dossier Columns

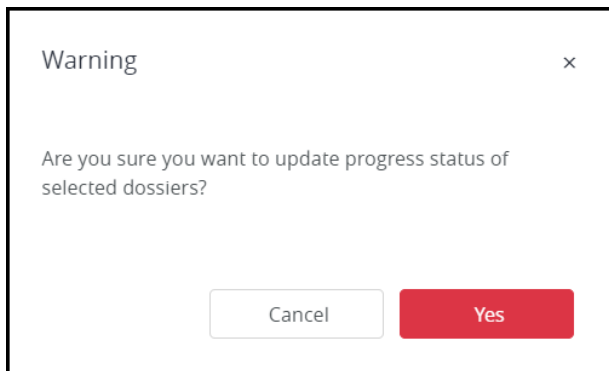
<input type="checkbox"/>	TRAFFIC LIGHTS	INT. TRAIN NO.	DOSSIER NAME	PHASE	ID/VERSION	LAST CHANGE DATE	LABELS
<input checked="" type="checkbox"/>		46841	Coke Train N-S	Open	216281/5	10.09.2019	
<input checked="" type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216181/6	06.09.2019	
<input checked="" type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216161/3	05.09.2019	
<input type="checkbox"/>			Test partial harmonization	Observations	216002/9	29.08.2019	
<input type="checkbox"/>			Test case conflict 2	Pre-booking	215982/15	28.08.2019	<input type="button" value="PC EC Test"/>

Items per page:

Once dossiers are selected the button becomes available

- Being processed
- Not accepted
- Accepted

Before applying the necessary changes the system sends a confirmation message from the user, whether he/she really wants to change the acceptance indicators of the selected dossiers.



Please note that the logic and the rules for the indicator changes are the same as in one dossier's control segment.

- User is not able to set back acceptance indicator to blue
- User is able to set green light to a dossier only if the mandatory times on the reference point and the mandatory parameters are fulfilled

The update is an asynchronous action, and the change is done in the background.

Dossier promotion

After choosing the dossier promotion option the user will be lead to a search page. There the user can search for the dossiers that he/she would like to promote. It also looks similar to the "Advanced search" page, however, it has a little bit different content.

Dossier promotion Reset

Define target state

Dossier id: Int. Train No.: Timetable period: Process type: Dossier promotion
Start typing...

More Save as new filter Search

Columns

<input type="checkbox"/>	TRAFFIC LIGHTS	INT. TRAIN NO. <input type="text"/>	DOSSIER NAME <input type="text"/>	PHASE <input type="text"/>	ID/VERSION	LAST CHANGE DATE <input type="text"/>	LABELS
<input type="checkbox"/>		46841	Coke Train N-S	Open	216281/5	10.09.2019	
<input type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216181/6	06.09.2019	
<input type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216161/3	05.09.2019	
<input type="checkbox"/>			Test partial harmonization	Observations	216002/17	04.10.2019	
<input type="checkbox"/>			Test case conflict 2	Pre-booking	215982/15	28.08.2019	PC EC Test

Items per page: << < 1 2 ... 4 > >>

Faded out

Promote selected dossiers >

The basis of this search is the "Dossier promotion", where would like to move the user the dossier. The system will list the dossiers that could fit this field. After the user has the dossier in the table, he/she can select them with the checkboxes. If at least one dossier is selected, then the "Promote selected dossier" button will be enabled at the bottom of the screen.

Dossier promotion Reset

Dossier id:
 Int. Train No.:
 Timetable period: 2020
 Process type: New Path Request
 Dossier promotion: Release Harmonization

More Save as new filter Search

Labels Columns

Dossier selected

<input type="checkbox"/>	TRAFFIC LIGHTS	INT. TRAIN NO.	DOSSIER NAME	PHASE	ID/VERSION	LAST CHANGE DATE	LABELS
<input checked="" type="checkbox"/>		46841	Coke Train N-S	Open	216281/5	10.09.2019	
<input type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216181/6	06.09.2019	
<input type="checkbox"/>			Add PaP to a Sub-path Demo	Open	216161/3	05.09.2019	
<input type="checkbox"/>			Test partial harmonization	Observations	216002/17	04.10.2019	
<input type="checkbox"/>			Test case conflict 2	Pre-booking	215982/15	28.08.2019	<input type="button" value="PC EC Test"/>

Items per page: 5

Becomes enabled as soon as a dossier selected

Please note that the logic and the rules for the dossier promotion are the same as in one dossier's control segment.

- Leading Applicant User is not able to submit Path Request without green lights in all pair
- Leading IM/RFC User is not able to send Draft or Final offer without green lights in all pair
- Leading Applicant User is not able to go to Active Timetable without green lights in all pair
- Leading Applicant User can release Harmonization without green lights in all pair
- Leading IM User can release Path Elaboration without green lights in all pair
- Leading Applicant can release Post-Processing without green lights in all pair
- Leading Applicant can start Feasibility Study without green lights in all pair
- Leading Applicant can submit Feasibility Study Request without green lights in all pair
- Leading IM can send Feasibility Study result without green lights in all pair
- Leading Applicant can accept Feasibility Study result without green lights in all pair

The availability of the dossier promotion among the agencies (Applicant, IM, RFC, leading, involved) is the same as in dossier control.

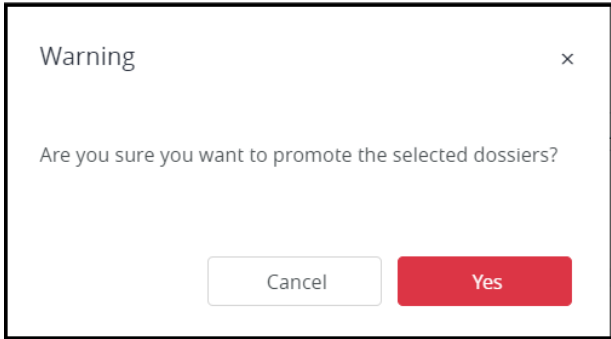
Target states

Please find here the target states that are available in PCS for the users. It is written in brackets to whom is available the particular action.

- Path Request Process
 - Harmonization (Applicant): dossiers that are in the Open phase
 - Withdraw dossier (Applicant): dossiers that are in Path Request or Path Elaboration phase. A mandatory comment is necessary the same as in Control
 - Path Request (Applicant): dossier that is in Harmonization
 - Reject dossier (IM/RFC): dossiers that are in Path Request or Path Elaboration. A mandatory comment is necessary the same as in Control
 - Path Elaboration (IM): dossiers that are in Path Request
 - Draft Timetable, Late Path Request Offer, Ad-hoc Path Request Offer (IM): dossiers that are in Path Elaboration
 - Switch to partial offer (Path Elaboration) (IM): dossiers that are in Path Elaboration. A mandatory comment is necessary the same as in Control
 - Observations (IM): dossiers that are in Path Elaboration
 - Post-processing (Applicant): dossiers that are in Observation
 - Final Offer (IM): dossiers that are in Post-Processing
 - Switch to partial offer (Post-processing) (IM): dossiers that are in Post-Processing. A mandatory comment is necessary the same as in Control
 - Active Timetable (Applicant): dossiers that are in Final Offer
 - Closed (Applicant, IM): dossiers that are in Active Timetable
- Feasibility Study
 - Harmonization Conference (Applicant): dossiers that are in Harmonization
 - Withdraw Path Study (Applicant): dossiers that are in Harmonization Conference, Feasibility Study Elaboration. A mandatory comment is necessary the same as in Control
 - Feasibility Study Request (Applicant): dossiers that are in Harmonization Conference
 - Feasibility Study Elaboration (IM): dossiers that are in Feasibility Study Request
 - Feasibility Elaboration Conference (IM): dossiers that are in Feasibility Study Elaboration
 - Feasibility Study Result (IM): dossiers that are in Feasibility Study Elaboration
 - Withdraw Path Study Result (IM): dossiers that are in Feasibility Study Result
 - Acknowledge Path Study Result (Applicant): dossiers that are in Feasibility Study Result
- Path Modification/Path Alteration
 - Path Modification Request (Applicant): dossiers that are in Path Modification Conference
 - Withdraw Path Modification (Applicant): dossiers that are in Path Modification Request, Path Modification Elaboration
 - Path Modification Elaboration (Applicant): dossiers that are in Path Modification Request
 - Path Modification Offer (IM): dossiers that are in Path Modification Elaboration
 - Reject Path Modification Offer (Applicant): dossiers that are in Path Modification Offer
 - Path Alteration Offer (IM): dossiers that are in Path Alteration Conference
 - Withdraw Path Alteration (IM): dossiers that are in Path Alteration Conference
 - Accept Path Alteration offer (Applicant): dossiers that are in Path Alteration Offer
 - Reject Path Alteration offer (Applicant): dossiers that are in Path Alteration Offer
- Pre-Arranged Path and Catalogues
 - Path Elaboration (PaP) (RFC): dossiers that are in Open (PaP)
 - Published (PaP) (IM/RFC): dossiers that are in Path Elaboration (PaP)
 - Closed (PaP) (IM/RFC): dossiers that are in Published (PaP)
 - Withdraw PaP catalog (IM/RFC): dossiers that are Published (PaP)
 - Path Elaboration (CT) (IM): dossiers that are in Open (CT)
 - Published (CT) (IM): dossiers that are in Path Elaboration (CT)
 - Closed (CT) (IM): dossiers that are in Published (CT)
 - Withdraw CT catalog (IM): dossiers that are in Published (CT)

Confirmation of dossier promotion

Dossier promotion is a higher level dossier editing than the acceptance indicator change, therefore, PCS asks for confirmation from the user, whether he/she really wants to change the phases of the selected dossiers.



The update is an asynchronous action, and the change is done in the background.

▼ **Print**

- [Printer-friendly version](#)
- [Send by email](#)
- [PDF version](#)

▼ **Details**

State: Published

Topic: [General](#)
 [Functions](#)
 [PCS Process](#)
 [Phases](#)

Area: [Training](#)

Release: 1.x

Company: [All](#)

Type:

Keywords: [bulk](#)
 [bulk promotion](#)
 [promotion](#)
 [acceptance](#)
 [indicator](#)
 [change](#)
 [light](#)

▼ **Translations**

No translations

Source URL: <https://cms.me.eu/pcs/pcs-documentation-0/how-use-bulk-promotion-0>