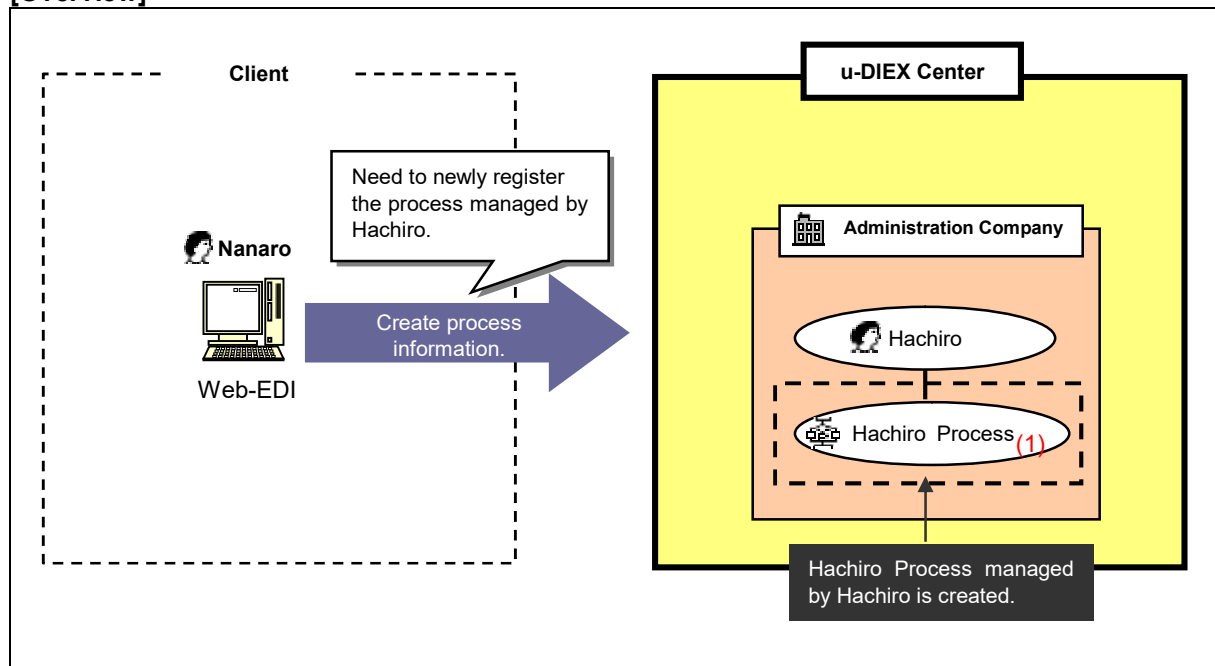# 7.2.8 Create process information

[Function explanation]

[Function outline]
Creates the process of logon user's company.

[Overview]

*This overview indicates the following process: Nanaro, a Company administrator newly registers Hachiro Process managed by Hachiro who is the user in the same company.

[Main function]
(1) Register process.
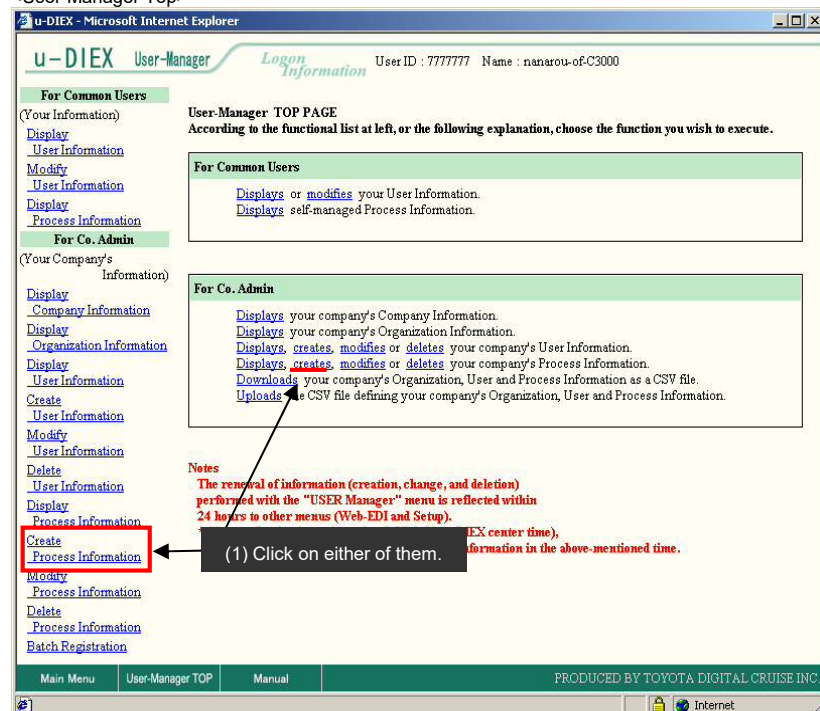Process managed by the user in the company that logon user belongs can be newly created.

[Operating explanation with the screens]

Explains the procedure for creating process information in the overview by using Web-EDI screen.

-Register process of logon user's company.

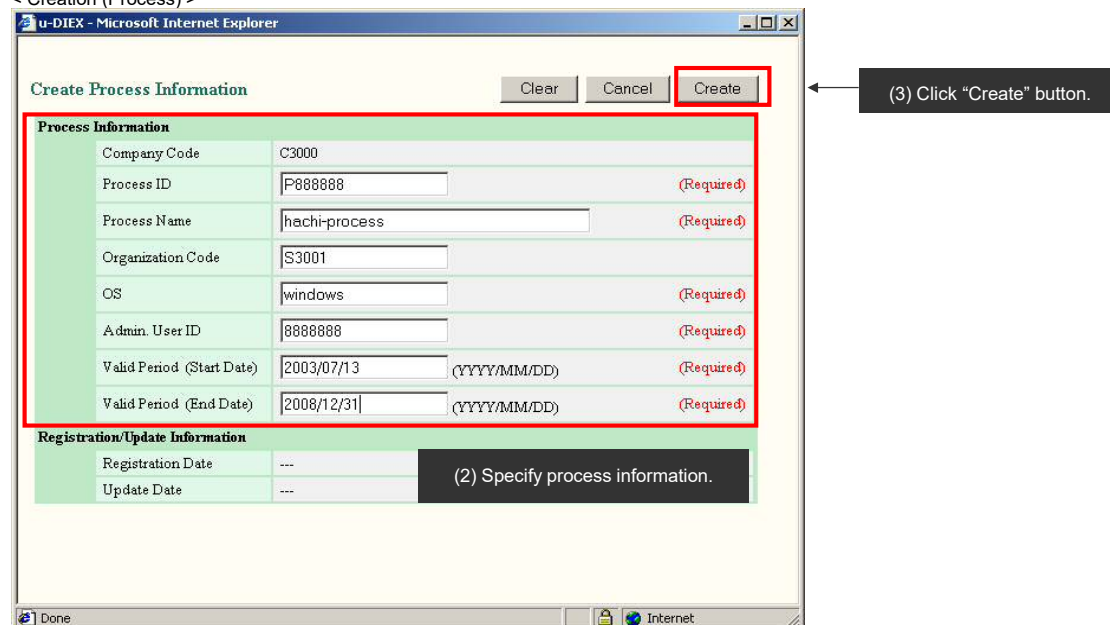（1） Click on "Create Process Information" or "Creates your company's Process Information" for Co. Admin.

<User-Manager Top>

（2） Specify process information being created.

（3） Click "Create" button.

< Creation (Process) >

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⑷ Confirm the specified process information.

⑸ Click "OK" button.

< Creation Confirmation (Process Information) >

(5) Click "OK" button.

(4) Confirm process information.

⑹ Creation results of process information is displayed.

< Creation Results (Process Information) >

(6) Screen is closed by clicking by "OK" button.