

MMOG.np - Quick start guide

Full User Manuals with detailed instructions for Set-Up are available here

Note: Existing users who are upgrading from Version 5 to Version 6 click here

Global support is provided by email at <u>mmog@odette.org</u> . Please explain your request in English and attach screenshots if necessary.								
Regional User Support								
In China		In Nor	th America					
Email	<u>cs@cedex.cn</u>	Email	mmogle_help_desk@basics-llc.com					
Phone	+86 10 6243 2520	Web	https://basics-llc.com/mmog-le-help-desk/					
Wechat	cedex001							

To set up your MMOG.np Ecosystem connect to <u>www.mmogle.com</u> and follow the steps below:

Step 1 – Confirm that your licence purchase has been completed

Enter the Payment Confirmation Code you have received in the Licence Order Confirmation email from Odette and click on "New account"

Odette AIAG >>		Log in		
			Home	Help
Home				
Welcome to MMOG.np				
MMOG np is the web platform for the management of MMOG/LE Assessments. To set up an accoun order a licence please click on the "Licence not yet ordered" link. If an account has already been set- Login and Password assigned to you by your Company Administrator.				
Company Account Already Registered				
t Login		count Not Yet Registered e "Payment Confirmation Code		licence
		ion email received from Odette		licence
	Payment Confin Code New account	mation		
Licence not yet ordered? Please click here				

Step 2 - Register your MMOG.np account

Register co	ompany account and administrator	Account name It is recommended to use the name of your company (or part of your company that this « Ecosystem » will cover)
Account		
Name	Great Gearboxes 2	
Time zone	(GMT+01:00) Berlin	Select the time zone
Company admin		Selected time zone will apply
Login	GG_Cadmin_21	to the whole « Ecosystem »
Password		
Password confirmation		
First name	Paul	
Last name	McCartney	Create login details for
E-Mail	pm@greatgearboxes.com	Company Administrator
E-Mail confirmation	pm@greatgesrboxes.com	
* Telephone	+49 00 56 76 78	
Save		
Back	Save	

Step 3 – Activate the licence for your account on MMOG.np

Home	My company	1					Log out (Grea	I Gearboxes 3:	GG_Cadr	nin_31
		<u></u>		Home	My company	Partners	Assessments	Analytics	Help	Vie
	Bulk imports									
	Company		Home » Licences							
	Licence		Licence							
	Sites		Your installation ID							
	Users		cf49f183-f1a4-4cdd-930c-c69386291ea7							
			Please request a licence key for this installation ID to unloc	k your account!						
			Activate new licence							

Enter the Licence Activation Key (LAK) you have received with the Licence Order Confirmation email from Odette and click on "Apply"

J.	ODETTE AIAG		Home	My company	Partners	Log out (Great	Gearboxes 3.	in_31) View	
	Home + Licences Licencee Your installation ID Cr491183-f1a4-4cdd-930c-c69386291er Please request a licence key for this in Activate new licence	Licence activation Licence Advation Key ce23f66c20	95264bc	1914500aec977ef				VIEW	

You have now successfully activated the licence for your account!

Home » Licences Your new licence has been installed, please continue to set-up your account or update your site records									
Licence									
Your installation ID									
53fabc3f-8bf2-4687-bcaf-ece455021fab									
Licence information	Licence information								
Catalogue name	MMO	B/LE							
Version 6.0 (allocated/total)	0/1								
Activate licence	Activate licence								
Applied licence activation keys									
Activation key		Created at	User email	Sites	Version				
7283136700a8d1c9efa20a5fab2cf59a		2023-03-28	gfr@odette.com	1	6				



					New co	ompany (partner or own company)
Home		Partners	Assess		* Name	Great Gearboxes
	Bulk imports				_ Role	Own organization *
	Company				Contact name	Lenny Krawitz
Ľ	Licence				« Own organi	nisation » is selected by default
	Sites			C	Malibox address	
	Users				Address	
					; Line 1	Chaussenstrasse 30
					Line 2	Because « Own organisation » is selected, assessment
					* Post code	mailbox cannot be entered. It is automatically filled in
					; City	with your licence key. And will be displayed after saving
					State	
					: Country	Germany *
					Workflow policy	Standard *
					Save	
					Back	

Step 5 - Create at least one site (New site) for your company

(Δ You must have already activated your licence and created own company record – see above)

		2			ew site		
Home	My company	Partners	Assess	" Name		Great Gearboxes - Breme	
	Bulk imports			Catalog	ue version	6	•
	Company			Addre	135		_
	Licence			Line 1		Hoherzollemdamm 208	
	Sites			Line 2			
	Users			Post o	cde	57809	
				_ City		Brome	
				State			
				* Count	a [Germany	

When you create site(s), don't forget to allocate the catalogue version to your site(s)!

	Name or add	Search
Name	Address	Catalogue version
Great Gearboxes - Breme	Hohenzollerndamm 208, 57809, Breme, DE	version

Step 6 - Create other users (New user) for your company if needed and allocate appropriate roles

Home	My company Bulk imports	Partners	Assess	Home » Use							
	Company Licence			Company a		Select active	status	▼ User ID, name, e-mail, or si	te		Search >
C	Sites Users			Active	Login	First name	Last name	E-Mail	Site	Role	۵
				*	GG_Cadmin_22 GG_Cadmin_21	stewart Paul	Copeland McCartney	sc@greatgearboxes.com		Company admin Company admin	1
				New user	Activate 2FA					Display	ing all 2 entri

Step 7 - Import catalogue(s)

Select the Catalogue Version and Language from the list and import it. You should import the English language (en) catalogue first. You can then import as many languages as you need for each Version.

rs Assessments Analytics Help Catalogues and profiles	Home » Catalogues	Import catalogue	×
Catalogues and promes	Ŭ	Catalogues MMOG/LE Version 6.0 (en)	•
All assessments		MMOG/LE Version 6.0 (en) MMOG/LE Version 6.0 (kg)	ed date Searc
Mailbox		MMOG/LE Version 6.0 (fr)	
Malibox	Version	MMOG/LE Version 6.0 (de) MMOG/LE Version 6.0 (ia)	1 million and
customer feedback	version	MMOG/LE Version 6.0 (tr)	Languages
	MMOG/LE Version 5.0	MMOG/LE Version 6.0 (zh) MMOG/LE Version 6.0 (it)	en
historical assessment	MMOG/LE Version 6.0	MMOG/LE Version 5.0 (de) MMOG/LE Version 5.0 (en)	de, en
		MMOG/LE Version 5.0 (es)	
		MMOG/LE Version 5.0 (fr)	Displaying all 2 ent
	Import catalogue Import profile	MMOG/LE Version 5.0 (it) MMOG/LE Version 5.0 (ia)	
	import canalogue import prome	MMOG/LE Version 5.0 (ko)	
		MMOG/LE Version 5.0 (pt)	
		MMOG/LE Version 5.0 (tr)	
		MMOG/LE Version 5.0 (zh) MMOG/LE Version 4.1 (zh)	
		MMOG/LE Version 4.1 (tr)	

MMOG v6 licence covers the use of Catalogues v6, v5 and v4.1

(Default profile for each catalogue is FULL, If required, import Basic Profile(s) to the application)

Language abbreviations for MMOG/LE catalogues :

de - German	fr - French	ko - Korean	tr - Turkish
en - English	it - Italian	pl - Polish	zh - Chinese
es - Spanish	ja - Japanese	pt - Portuguese	cs - Czech

My c	ompany			sessments				Home & Companies & New New custome	r	
	-		imports					"Name	Colossal Car Company	
		Sup	pliers/Custom	iers				: Role	Customer	*
								Contact		
								Contact name	Liam Gallagher	
								Contact email	lg@ccc.coM	
								Contact telephone number	+49 8798 558	
	Companies							MMOG.np internal mailbox service	for assessments	
My	Custor	ner (Companie	es				MMOG.np mailbox address	odette-XXXX@mail.mmogle.com	
				Advanced Search	Name or address or	email or manufacturing site	ich 🗵	Address		
Activo	Namo	Role	MMOG np mailbox addr	MMOG.np workflow policy	Manufacturing	Address	G	: Une 1	71 Great Peter SteeT	
*	Colossel Car Company	Customer	odette- 5023@mail.mmogle.con	Standard		71 Great Peter Steet, SW1 2BN, London, GB	28	Line 2		
*	Tremendous Truck	Customer		Standard		Storgatan 19, SE-100, Stockholm, SE	28	. Post code	SW1 2BN	
			Suz / gmail minogie com			Displaying all	2 ontries	" City	London	
New cur	stomer							State		
								: Country	United Kingdom	*
								* MMOG np workflow policy	Standard	-
								Active		

Include the internal MMOG Mailbox address of your customer, if you know it (Customer Mailbox address format is odette-XXXX@mail2.mmogle.com)

Manage assessments

Once you have set up your Ecosystem, you can create assessments for your customer(s).

Detailed instructions on how to manage assessments are available in the User Manuals here

Note: N	lot all customers will have the same requirements. You will need to check:	
-	which version of MMOG/LE they require:	
	o V5	
	o <i>V6</i>	
	 Profile FULL or BASIC 	
-	which type of data exchange is required:	
	 MMOG.np mailbox service 	
	 external email 	
	 upload to portal 	
-	which file format they require for external email or portal upload:	
	o XML	
	○ <i>PDF</i>	

- Select "I am a supplier" in the view menu

Home	My company	Partners	Assessments	Analytics	Help	
						Both views
					172	I am custome
					ſ	I am supplier

- Create assessment header and save

Partners	Assessments	Analytics	Home	» Assessm	nents											
_	Catalogues and p	ofiles	As	sses	ssme	ent	s for a	cust	ome	rs						
L	All assessments Mailbox									Advanced	Search	Name, C	atalogue, Profile, Sil	te or Partner	Search	×
	Import customer fe	edback														
	Import historical as	ssessment	New	assessmen	it											
			1	Name	Status	Sent	Catalogue	Profile	Rating	Score	Site	Partner	Shipping site	Manufacturing site		0

- Open assessment (click on assessment name) and start assessment



- Enter answer for each question

Home + Assessments + GS Brene for Colossal Car Company 2022 - MNUGLE V5.0 (Standard)			12 1111	
GG Breme for Colossal Car Company 2022 -	Toolbox > E @ 4 E C +		There is a documented w	ision which includes an SCM strategy that supports the organization's
MMOG/LE V5.0	8 A 8 <mark>A</mark> 8 A			es. The strategy should incorporate customer requirements, continual ved at planned intervals. The strategy is communicated to and understood by organization.
11 11 1 C			Compliance	* Yes 0 No 0 NA
There is a documented vision which includes an UCM strategy that supports the organization's owned basiness objections. The strategy should incorporate container requirements, continued improvement and extended at planned intervals. The strategy is communicated to and understand by	Contraction Contraction Contraction Contraction		Current state	Current state
all employees within the organization.	Show addeds only		Completion date	2015-06-12
D 1211	U Shee lake of contents 2		Gep	0.00
Objectives are documented, specific, measurable, schievable, realistic, dinuly and consistent with the organization's SCH strategy. Objectives are reviewed by interested parties. The results of the	MMODILE Version 5.0 FULL		Action plan	Action plan alloci
review should be considered when the organization establishes its annual SCM objectives and related performance largets (internal and accental).	Assessment for Colossal Car Company from Great Geatheres - Berne		Target date	2016-10-31
	Ingeogram Distance Description		Business function	Dusiness function d ^{ation}
52 12.12 Objectives are associated by all relevant personnels/intrinses clearly communicated to all levals of	Workflow progression (Standard)		Responsibility	Responsibility
the reperiod on and reduced with the management of pleaned intervals.	Pully eddressed orderia: 1 / 127		Alt, assessor / verifier	
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Outstawn supply chain pediatraneae metrics (e.g. custamer performance mileg. ASN accuracy and finativass, ship-to-schedule, shipping discrupancies, corrective action report/publiem report and resolution, production losses) shall be defined and measured.		ette International	LIU	

No entries found

- When all questions are answered, Finish assessment



- Export assessment results according to the requirements of your customer:
 - If your customer uses the internal MMOG mailbox service, send the assessment directly from the application

		e » Assessments SSESSM	ents										
Send assessment result using internal mail box service	Ne	w assessment					Ac	Ivanced S	earch Name,	Catalogue, Profil	e, Site or Par	tner Sear	ch X
▶ ぼ <mark>⊠ </mark> ≟ 🖬 C 🖶		Name	Status	Sent	t Catalogue	Profile	Rating	Score	Site	Partner	Shipping site	Manufacturing site	e
		GG Breme for Colossal Car Company 2022	Completed	Yes	5.0	FULL	С	92%	Great Gearboxes - Breme	Colossal Car Company	222333	222333	×=

- If your customer requires an XML file, download assessment results

*	Download Assessment Results	- 1	gg-br	eme-for-co	olxml	^		
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Send the XML file to your customer (external email or upload to customer portal)

If your customer requires a PDF file use the Print option.

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	GG Breme for Colossal Car Company 2020	Print		37 pages
	11 States and Destroy 1.3.1 Responsed The synchronized The synchronized The synchronized States Class Class Responsed (2015) shows and shows	Destination	Save as PDF	*
Print assessment results as a PDF file	With a bioinspectraft term of templorations in our data state from sympapy and write (b, b) and data surveyss and point-in terms (b) encapational work and data state and encapa state and the state based and on the state based and the state based	Pages	All	-
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	The expension and have for Pullmenter industry (PD), ablest each year of the IOD parents for support meeting the expension's summary deprices, a same regimenting with the true to earlier a separate present.		Save	Cancel

All user manuals, FAQs and other materials are available here