



TRACELINK UNIVERSITY

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TraceLink University

Process Orchestration for Empowered Teams (POET) Setup Guide

Creating a Company Solution

This guide walks you through the the steps to create a Company Solutions for POET using the OPUS Solution Environment. This is typically the first step in configuring POET for a specific company on the TraceLink Network.

Prerequisites

Before you begin:

- The company and Partner must be licensed for POET and have SSO-enabled Tracelink accounts.
- A valid Network connection must exist between the Company and Partner on the Tracelink Network.
- At least one user per organization must have System Admin rights and access to Solution Builder.

Steps to create a Company Solution

1. Open the OPUS Solution Environment and navigate to the main **Menu**.
2. Select the **Opus Solution Environment** solution.

Interns Owner

Opus Solution Environment

My Networks
Partner Networks
Administration
Extensible Tracelink Transfer AWS
Opus Solution Environment

Standard Solutions

View the solutions available to everyone on the Tracelink network.

Solution Name	Application Name	Solution Description	Version	Provider Name
Reports and Dashboards	Report Builder	Reports and Dashboards App	6.0.0	TRACELINK
Reports and Dashboards	Report Builder	Reports and Dashboards App	4.0.0	TRACELINK
Reports and Dashboards	Report Builder	Reports and Dashboards App	3.0.0	TRACELINK
Process Orchestration for Empowe...	Process Orchestration for Empowe...	Process Orchestration for Empowered Teams	2.1.0	TRACELINK
Process Orchestration for Empowe...	Process Orchestration for Empowe...	Process Orchestration for Empowered Teams	2.0.0	TRACELINK
Process Orchestration for Empowe...	Process Orchestration for Empowe...	Process Orchestration for Empowered Teams	1.3.0	TRACELINK
Process Orchestration for Empowe...	Process Orchestration for Empowe...	Process Orchestration for Empowered Teams	1.2.0	TRACELINK
Opus Solution Environment	Solution Designer	Opus Solution Environment is for companies to conf...	1.0.10	TRACELINK
Opus Solution Environment	Solution Designer	Opus Solution Environment is for companies to conf...	1.0.0	TRACELINK
Opus Solution Environment	Solution Designer	Opus Solution Environment is for companies to conf...	4.0.0	TRACELINK

Rows per page 10 Showing 1 - 10 items

3. In the Opus Solution Environment, select the **Catalog** menu.

4. Select **Standard Solutions**.

Interns Owner

Opus Solution Environment

Catalog

Standard Solutions

Company Solutions

Available

Solution

Standard Solutions

View the solutions available to everyone on the Tracelink network.

Solution Name	Application Name	Solution Description	Version	Provider Name
Reports and Dashboards	Report Builder	Reports and Dashboards App	6.0.0	TRACELINK
Reports and Dashboards	Report Builder	Reports and Dashboards App	4.0.0	TRACELINK
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Process Orchestration for Empowe...	Process Orchestration for Empowe...	Process Orchestration for Empowered Teams	2.1.0	TRACELINK
Process Orchestration for Empowe...	Process Orchestration for Empowe...	Process Orchestration for Empowered Teams	2.0.0	TRACELINK
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Opus Solution Environment	Solution Designer	Opus Solution Environment is for companies to conf...	4.0.0	TRACELINK

Rows per page 10 Showing 1 - 10 items

5. Select the **Filter** button from the upper-right corner of the page.

6. Enter **Process** in the **Solution Name** field and select **Apply**.

Interns Owner

Opus Solution Environment

Standard Solutions

View the solutions available to everyone on the Tracelink network.

Solution Name	Application Name	Solution Description	Version	Provider Name
Reports and Dashboards	Report Builder	Reports and Dashboards App	6.0.0	TRACELINK
Reports and Dashboards	Report Builder	Reports and Dashboards App	4.0.0	TRACELINK
Reports and Dashboards	Report Builder	Reports and Dashboards App	3.0.0	TRACELINK
Process Orchestration f...	Process Orchestration f...	Process Orchestration for Empowered Teams	2.1.0	TRACELINK
Process Orchestration f...	Process Orchestration f...	Process Orchestration for Empowered Teams	2.0.0	TRACELINK
Process Orchestration f...	Process Orchestration f...	Process Orchestration for Empowered Teams	1.3.0	TRACELINK
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Opus Solution Environm...	Solution Designer	Opus Solution Environment is for companies to conf...	1.0.10	TRACELINK
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Opus Solution Environm...	Solution Designer	Opus Solution Environment is for companies to conf...	4.0.0	TRACELINK

Rows per page: 10 Showing 1 - 10 items

Filters

Application Name

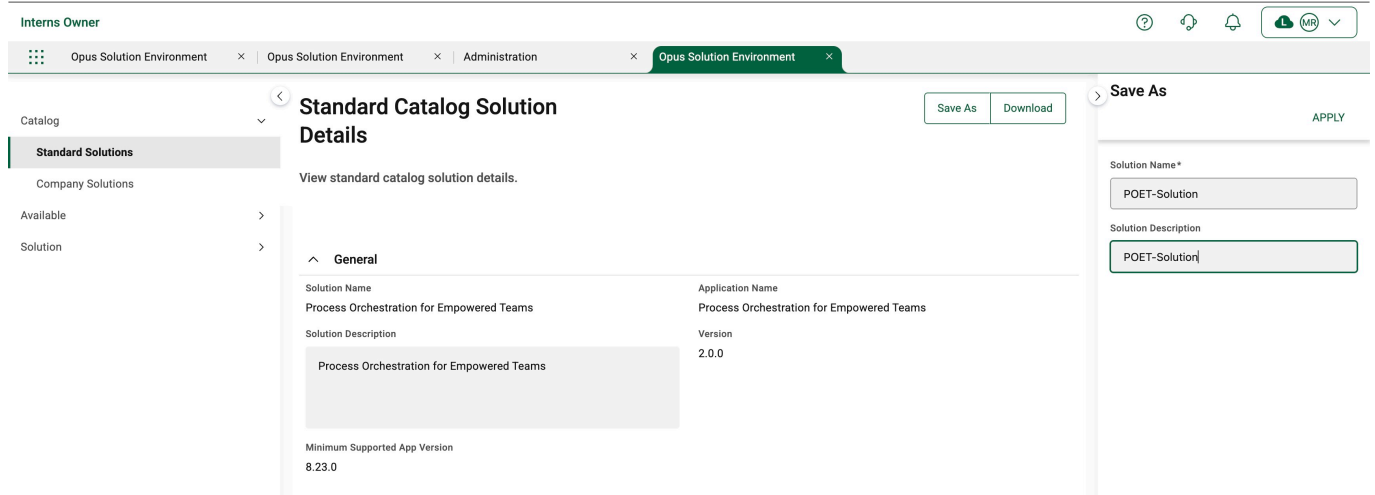
Solution Name

Process

APPLY

- From the filtered list, find the POET solution version you want to configure.
Select the **hyperlink** in the Solution Name column to open its details page.
- On the Standard Catalog Solution Details page, select the Save As button to open the Save As push panel and enter the following fields:
 - Solution Name as POET-Solution
 - Solution Description as POET-Solution
- Select the **Apply** button to save the solution as a Company Solution.

Make sure you use a different Solution Name as it does not accept already used names.



10. In the left-hand menu, under the **Available** section, select **Company Solutions**. Verify that the new POET Solution appears in the list of available company solutions.

Creating Network

This guide explains how to create a Network POET Company Solution to establish a collaboration channel between your company and a trading partner (e.g., supplier). This step is essential to enable purchase order workflows between parties.

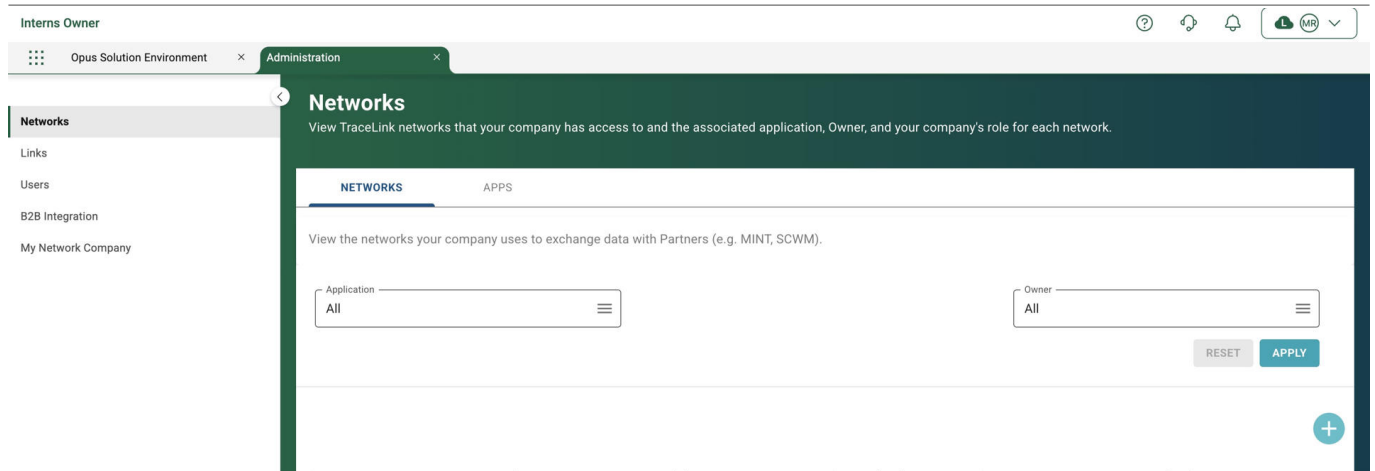
Prerequisites

Before you begin:

- A Company Solution for POET must already exist.
- The company and Partner must be connected on the Tracelink Network.
- Both parties must be licensed for POET.
- Must have System Administrator access.

Steps to create a Network

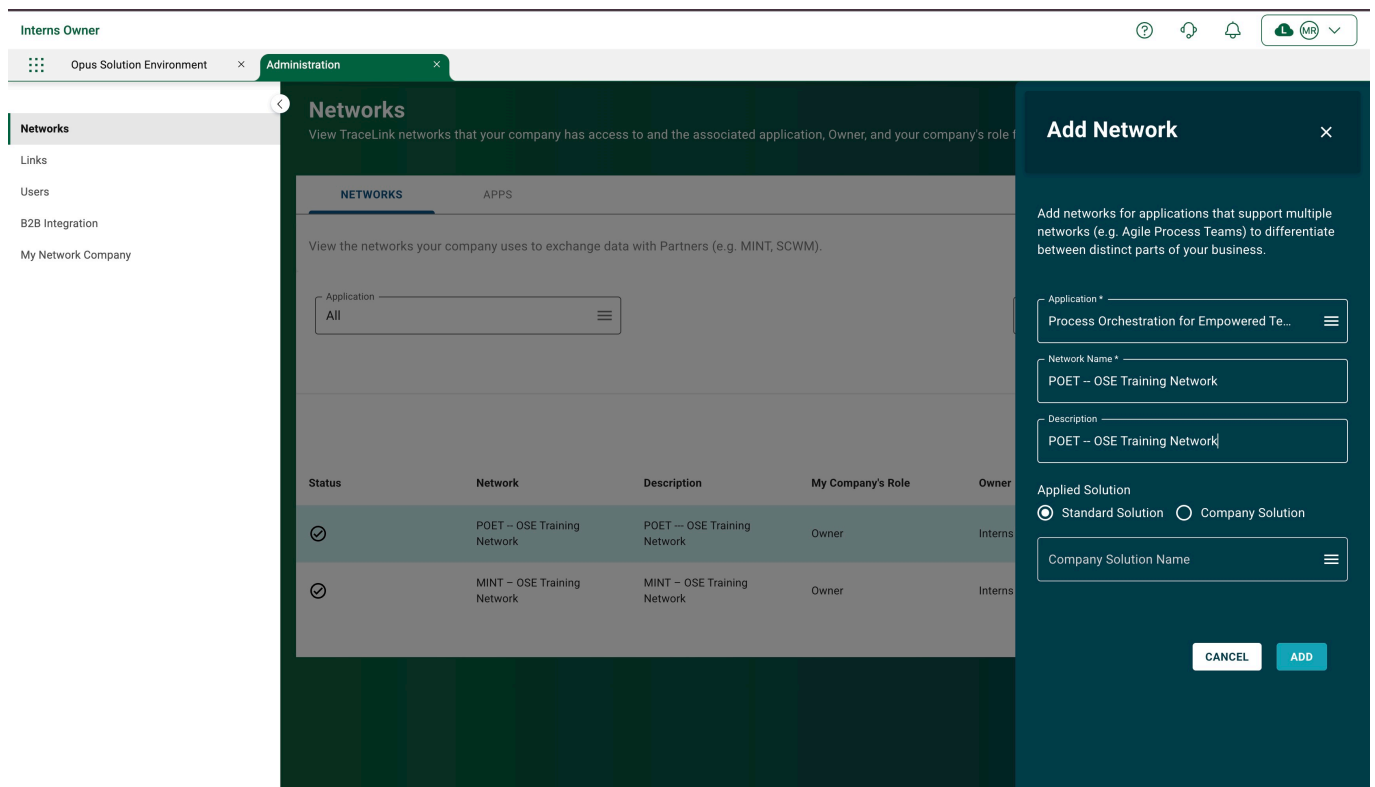
1. From the Main menu, navigate to **Administration**. The Networks page is displayed.
2. Add a Network by selecting the “+” button on the page to open the Network Creation panel.



3. Enter the information in the following fields:

- Application as Process Orchestration for Empowered Teams
- Network Name as POET – OSE Training Network
- Network Description as POET – OSE Training Network


4. Select **Add** to add the POET Network.

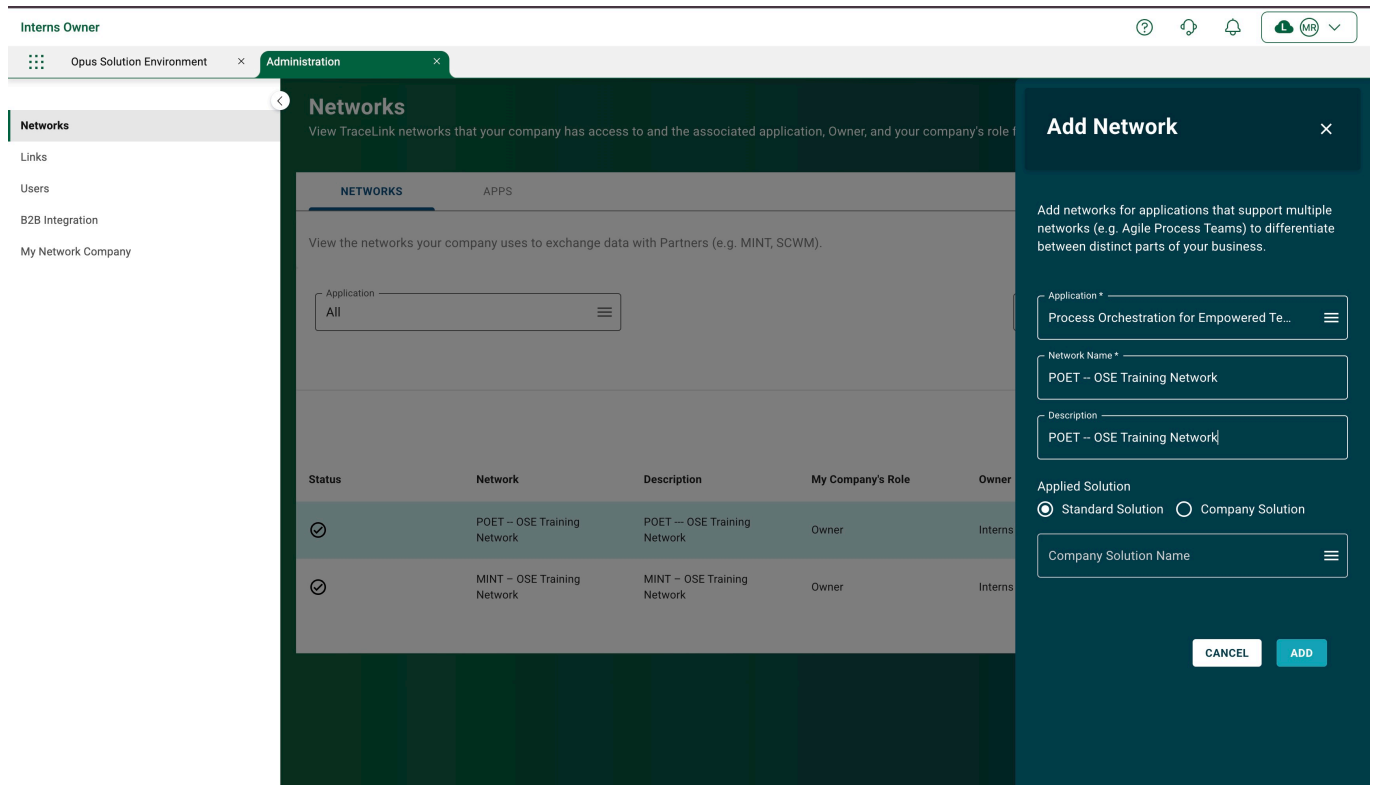


Assigning Roles to User

1. In the **Administration** solution, select **Networks** from the left-side panel.
The Networks tab displays a list of all existing networks associated with this

solution.

2. Select the Action  icon, and then select **View Users** to proceed to the user management interface.



Networks

View TraceLink networks that your company has access to and the associated application, Owner, and your company's role for each network.

View the networks your company uses to exchange data with Partners (e.g. MINT, SCWM).

Application: All

Status	Network	Description	My Company's Role	Owner
<input checked="" type="checkbox"/>	POET -- OSE Training Network	POET -- OSE Training Network	Owner	Interns
<input checked="" type="checkbox"/>	MINT -- OSE Training Network	MINT -- OSE Training Network	Owner	Interns

Add Network

Add networks for applications that support multiple networks (e.g. Agile Process Teams) to differentiate between distinct parts of your business.

Application *
Process Orchestration for Empowered Te...


Network Name *
POET -- OSE Training Network

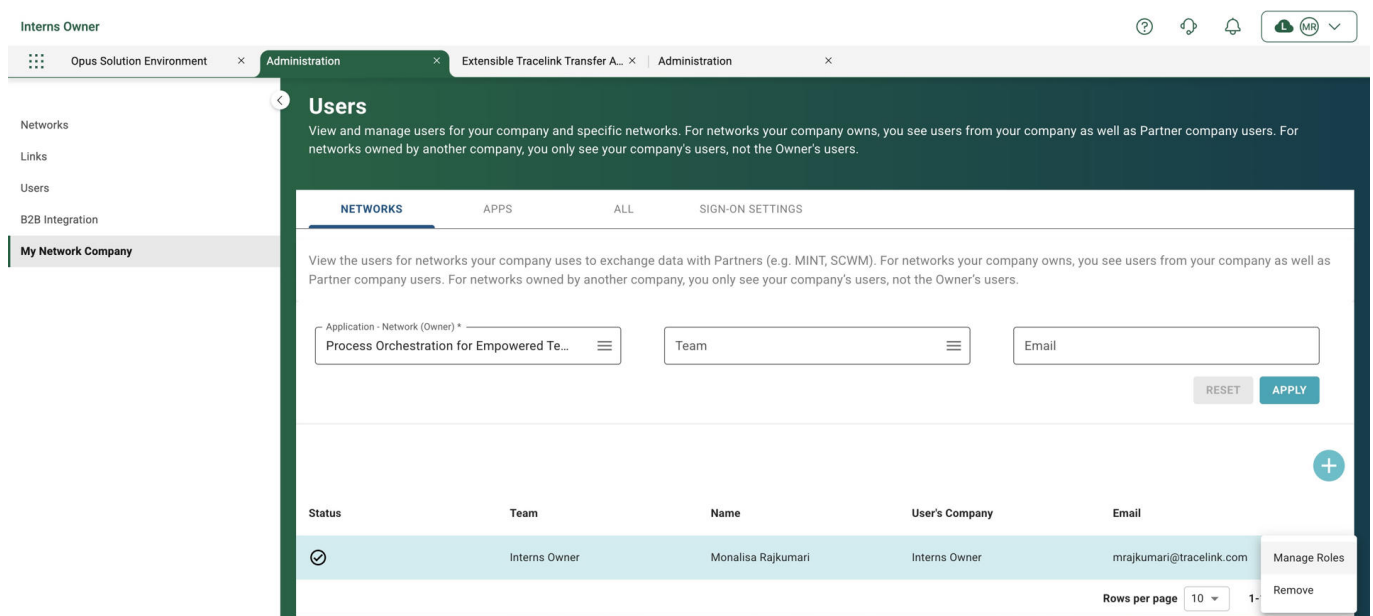
Description
POET -- OSE Training Network

Applied Solution
☒ Standard Solution ☐ Company Solution

Company Solution Name

CANCEL ADD

3. You will be redirected to the My Network Company page, where user details are listed. Find the user whose role you want to manage.
4. Select the Action  icon next to the user's name, and then select **Manage Roles**.



Users

View and manage users for your company and specific networks. For networks your company owns, you see users from your company as well as Partner company users. For networks owned by another company, you only see your company's users, not the Owner's users.

View the users for networks your company uses to exchange data with Partners (e.g. MINT, SCWM). For networks your company owns, you see users from your company as well as Partner company users. For networks owned by another company, you only see your company's users, not the Owner's users.

Application - Network (Owner) *
Process Orchestration for Empowered Te...

Team

Email

RESET APPLY

Status	Team	Name	User's Company	Email	
<input checked="" type="checkbox"/>	Interns Owner	Monalisa Rajkumari	Interns Owner	mrjajkumari@tracelink.com	Manage Roles Remove

Rows per page 10 1-

5. In the Manage Roles panel, select the roles to assign:

- Member-Expanded Access
- Partner Member

Once the roles are selected, click Submit to apply the changes.

6. Log out and log in again. In the **My Networks** tab in the **Main** menu, your network page should appear.

If you have more than One Network there will be a drop-down tab where you can choose the desired Network.

The screenshot shows the TraceLink web application interface. At the top, there's a header with the user 'Interns Owner' and navigation icons. Below the header, there's a breadcrumb trail: 'Opus Solution Environment' > 'Administration' > 'POET - POET - OSE Training Net...'. A dropdown menu is open, showing two options: 'POET - POET - OSE Training Network' (selected with a checkmark) and 'MINT - MINT - OSE Training Network'. To the right of the dropdown is a search bar with 'All Partners' and a 'GO' button. Below the dropdown, there's a table with columns: 'Display Identifier', 'State', 'Title', and 'Last Modified'. The table is currently empty, showing 'No data available.' and 'Showing 0 - 0 items'. At the bottom left, there's a sidebar with links: 'Item', 'Work Item', 'Work Item', 'Compliance Exception', and 'Compliance Exception'. The TraceLink logo is visible in the bottom left corner.

TraceLink University

Related Content

Kendall Pharmaceuticals

MINT - Global Supplier Net... x SCWM - Global Animal Hea... x Settings

Global Supplier Network

Manufacturing - Customer v

Purchase Orders

Purchase Order Acknowledgments

Shipment Notification

Invoices

Remittance Advice

Forecast Plan

Forecast Plan Response

Search Purchase Orders

View all purchase orders sent by Silva Pharmacy to suppliers.

PO Number	Transaction Status	St
260320210011	Delivered	Al
260320210012	Inbound	Gl
260320210017	Delivered	Al
260320210024	Inbound	Al
260320210057	Delivered	Gl
260320210089	Delivered	Al

Understanding Page Types within the OPUS Solution Environment (OSE)

Page types enable Solution Designers to efficiently create user-friendly pages using a drag-and-drop interface, allowing them to organize information for optimal usability.

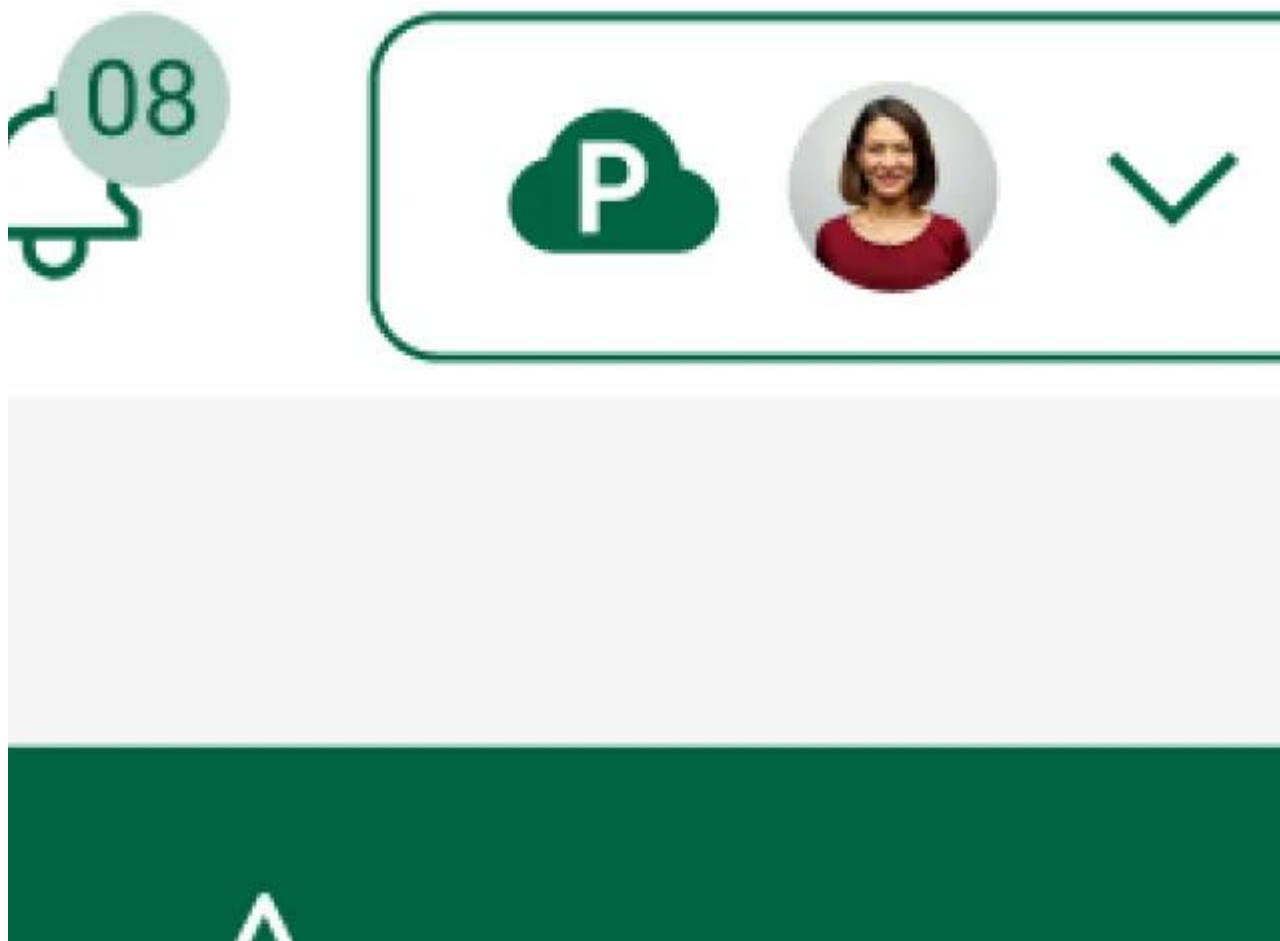
View More



UX Writing and Terminology

The goal is to create UI text that is clear and concise, offering users the essential information they need to effectively complete their tasks.

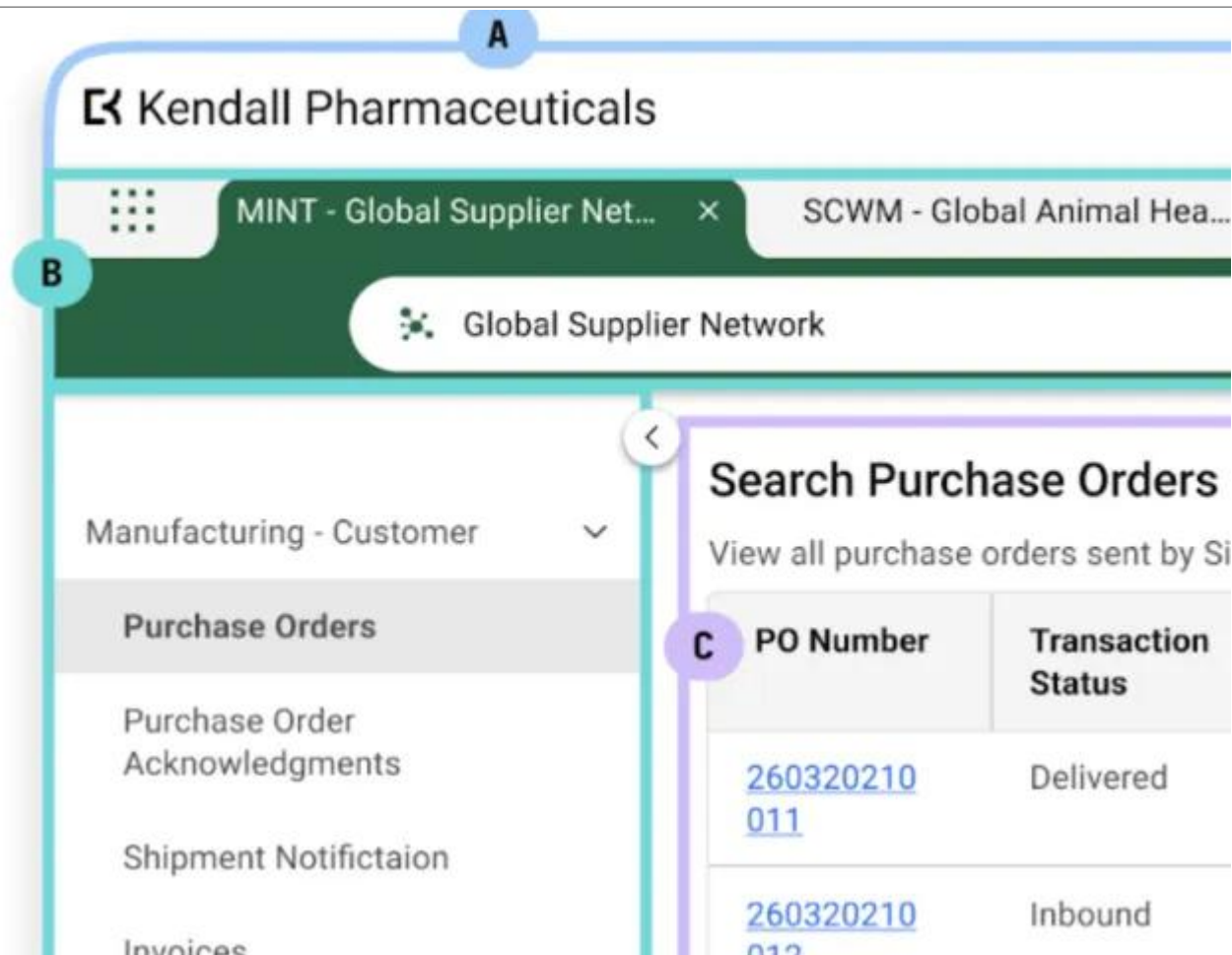
[View More](#)



Introducing OPUS Ensemble

TraceLink's OPUS Ensemble, the first next-generation solution on the OPUS Platform, revolutionizes user interaction by seamlessly integrating personalized settings, powerful navigation, and company-specific context for efficient access to notifications, support, and essential tools.

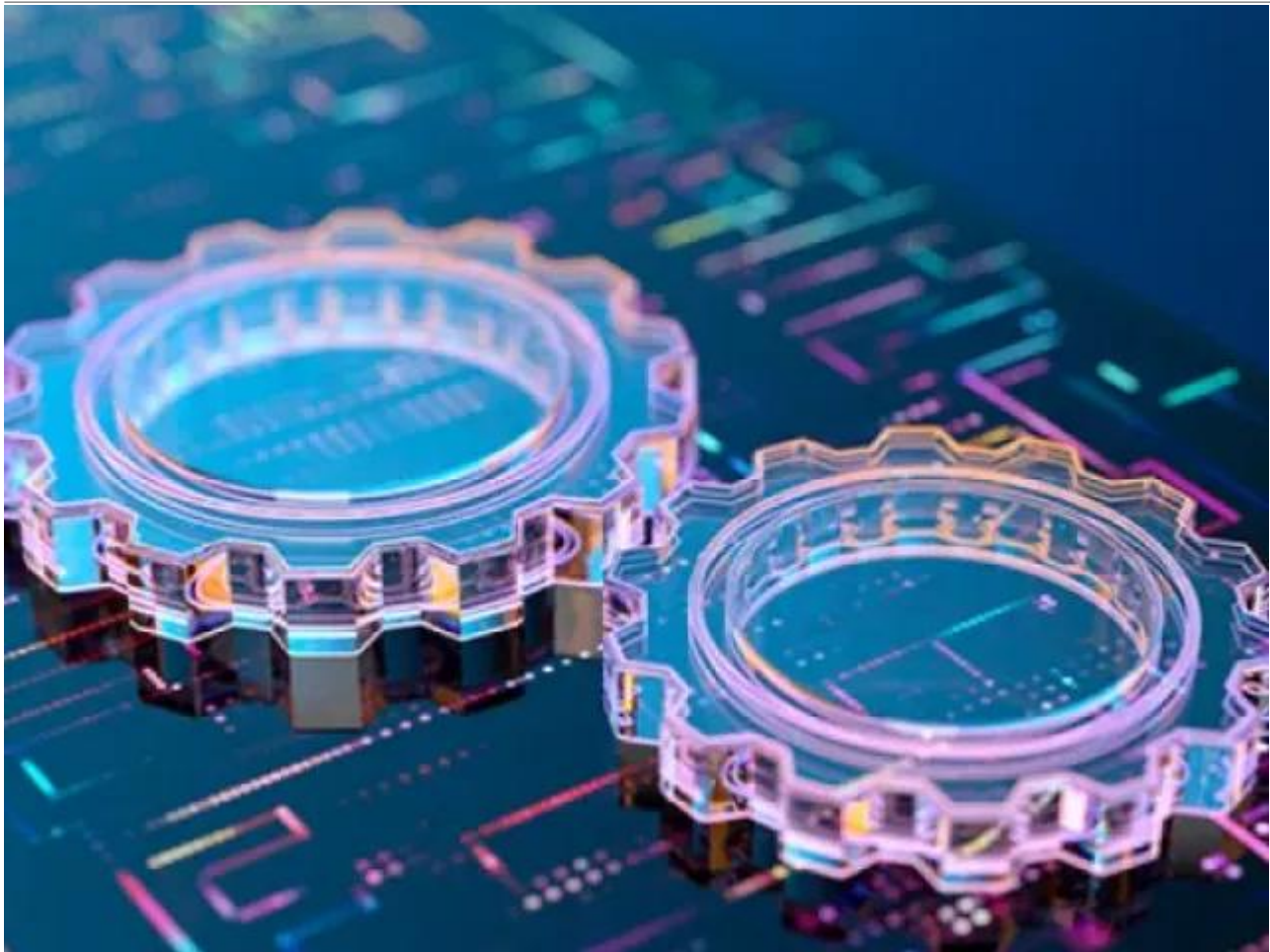
[View More](#)



OPUS Ensemble Patterns

Enabling OPUS Solution Designers to understand Ensemble patterns, which includes user context, settings, and browser-style navigation for streamlined access.

View More



Define and Design Search Pages

Search pages enable users to view, search for, and create new object instances, typically serving as the landing page when navigating to a solution, except when only one instance exists (like the Profile page in Settings), in which case the user is directed to the View/Edit page.

[View More](#)



Define and Design Workflows

This guidance outlines essential practices for designing effective workflows that enhance efficiency and flexibility in business processes, focusing on primary objects to help OPUS Solution Designers create impactful solutions.

[View More](#)