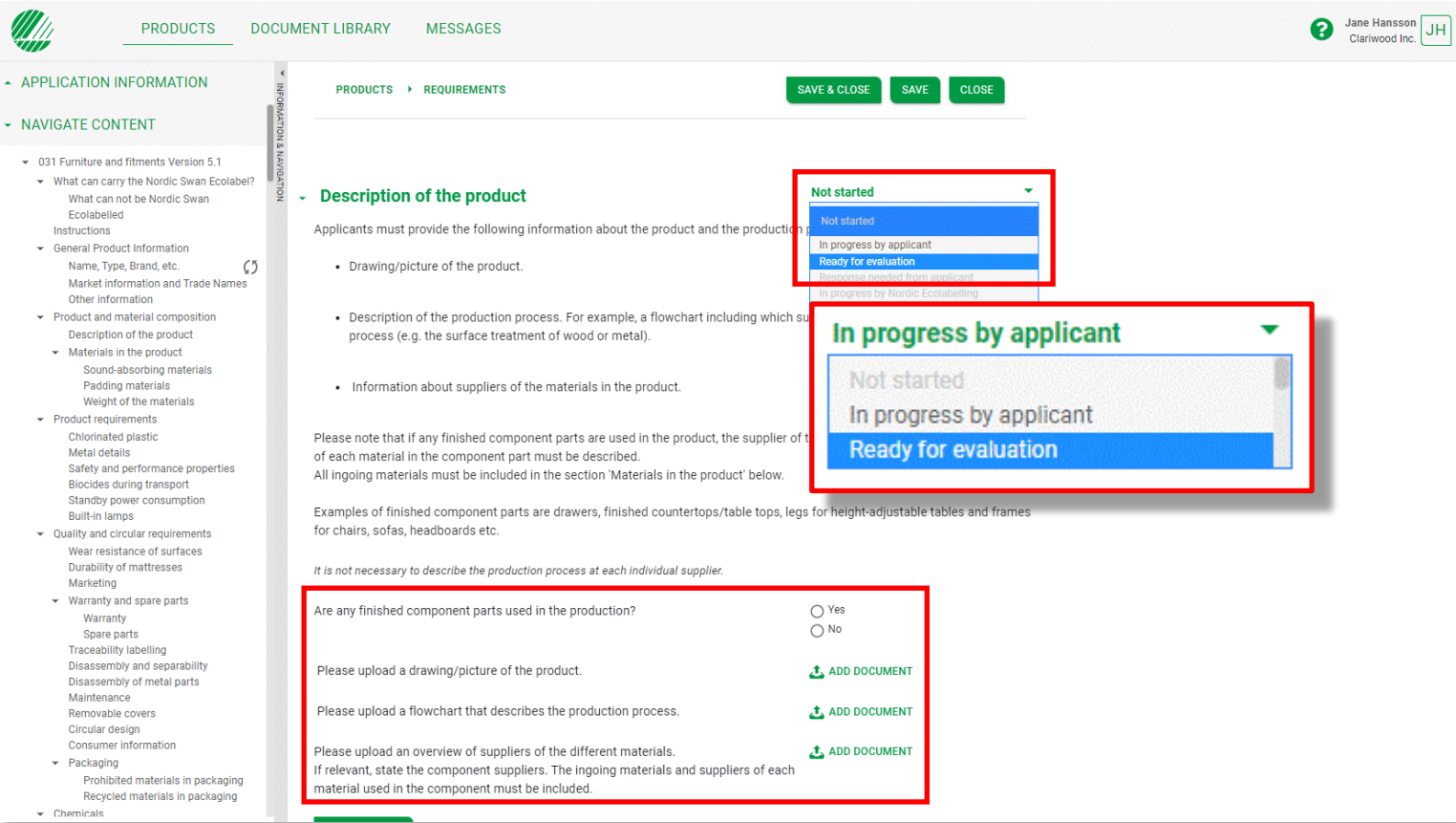


# Connect document to requirements.



When a document is requested, click **Add document reference(s)** and connect relevant files from your **Document Library** to the section, or upload and connect a new file.

When you are done, click the drop-down list next to the heading and change the status description from **In progress by applicant** to **Ready for evaluation**.

Proceed to the next section.

# Document Library

PRODUCTS DOCUMENT LIBRARY MESSAGES Jane Hanson Clariwood Inc JH X

## Document Library

UPLOAD DOCUMENT  Include inactive documents SEARCH

Document Name	Uploaded By	Date Uploaded	Modified By	Modified Date	Status	Size (KB)	Library Comments	Filters
					Show			
	Jane			2021	Show			
General description.docx	Jane Hanson	15/9/2022 12:25	Jane Hanson	15/9/2022 12:26	Active	173		

10 rows per page 1 - 5 of 5 Previous Page 1 of 1 Next

Please, use **Filters** in the top row to quickly find a specific document, or group of documents.

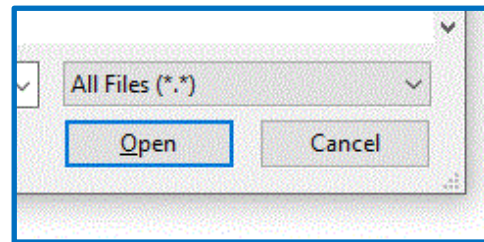
# Document Library

PRODUCTS **DOCUMENT LIBRARY** MESSAGES Jane Hansson Clarivood Inc. JH X

## Document Library

**UPLOAD DOCUMENT**  Include inactive documents  SEARCH

Document Name	Uploaded By	Date Uploaded	Modified By	Modified Date	Status	Size (KB)	Library Comments	Filters
Mätare test1.xlsx	Jane Hansson	28/11/2022 08:19	Jane Hansson	28/11/2022 08:19	Active	28		
IMG_4162.JPG	Jane Hansson	28/11/2022 08:17	Jane Hansson	28/11/2022 08:17	Active	7156		
EU_Ecolabel_fees...	Jane Hansson	28/11/2022 08:17	Jane Hansson	28/11/2022 08:17	Active	1584		
Multi edit_en.pptx	Jane Hansson	21/11/2022 11:30	Jane Hansson	21/11/2022 11:30	Active	3634		



In **Document Library** you can at any time upload document to your application.

Click **Upload Document**, navigate to relevant document and select one, or a selection of documents. Confirm by click **Open**.

The selected documents will be uploaded and accessible for you in your application.

# Document Library

The screenshot shows the 'DOCUMENT LIBRARY' section of a user interface. At the top, there are navigation tabs for 'PRODUCTS', 'DOCUMENT LIBRARY', and 'MESSAGES'. The user's name 'Jane Hanson' and company 'Clariwood Inc' are displayed in the top right corner. Below the navigation, the 'Document Library' title is followed by an 'UPLOAD DOCUMENT' button and a toggle for 'Include inactive documents'. A search bar is also present.

Document Name	Uploaded By	Date Uploaded	Modified By	Modified Date	Status	Size (KB)	Library Comments	Filters
infolcon.png	Jane Hanson	15/9/2022 12:35	Jane Hanson	15/9/2022 12:35	Active	0		
chaticon.png	Jane Hanson	15/9/2022 12:35	Jane Hanson	15/9/2022 12:35	Active	0		
Barlang.svg	Jane Hanson				Active	0		
Main chapter.PNG	Jane Hanson				Active	280	Page 11 in description	
Generall decription.docx	Jane Hanson				Active	173		

An 'EDIT DOCUMENT' modal is open over the 'Main chapter.PNG' row. The modal contains the following fields and options:

- A warning message: "This document is used in active product(s)."
- Status:  Active
- Document Name:
- Comments:
- Buttons: CANCEL, SAVE

Red boxes highlight the 'EDIT DOCUMENT' modal, the 'Edit' button in the table row, and a larger 'Edit' button with document, edit, and trash icons.

In **Document Library** you can rename or add a comment to a document in your library.

Click **Edit** and change name or write a comment. Click **Save** to confirm and stop editing.

# Document Library




PRODUCTS DOCUMENT LIBRARY MESSAGES Jane Hansson Clarivood Inc. JH X

## Document Library

UPLOAD DOCUMENT  Include inactive documents SEARCH

Document Name	Uploaded By	Date Uploaded	Modified By	Modified Date	Status	Size (KB)	Library Comments	Filters
Mätare test1.xlsx	Jane Hansson	28/11/2022 08:19	Jane Hansson	28/11/2022 08:19	Active	28		
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Requirement Comments Action

Look at page 5-8   

You may also add a requirement specific comment, connected to the document in relation to a unique requirement.

The comment will not appear in document library, only at the specific requirement.