

Affected Items tab

This tab lists the Parts, CAD Documents, and other change-controlled items that the Change Order will execute. Each row displays the intended **Action** (Release, Revise, Obsolete). The sequence of items can be managed using the numbers in the **Sequence** column. **Revision** and **Status** display information from the affected item.

The behavior of pre-configured actions are as follows:

- **Release:** Publishes a preliminary item for the first time via a Change Order. When the Change Order is done, the item moves from *Preliminary* to *Released*.
- **Revise:** Creates a new version of an item that's already released. The new version becomes *Released*, and the old one changes to *Superseded*.
- **Obsolete:** Marks the item as *Obsolete* when the Change Order is completed. The **Resulting Item** column displays an item link according to the following logic:
- While the Change Order is open:
 - If the change action has **not yet been executed**, it links to the latest version of the affected item.
 - If the change action **has been executed**, it links to the latest revision/version of the item.
- When the Change Order is completed:
 - It links to the item revision/version as of the time of Change Order closure.

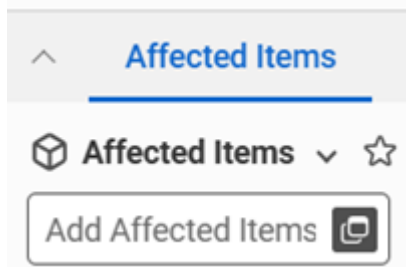
The screenshot shows the Aras Innovator interface for a Change Order. The 'Affected Items' tab is active, displaying a table with the following data:

Type	Item	Name	Revision	Status	Action [...]	Sequence	Resulting Item [...]
CAD Document	MP1705	MK7 Thermal Core	A	Preliminary	Release	1	
CAD Document	MP1947	M3x45 Socket Cap Bolt	A	Preliminary	Revise	2	

Add Affected Items to a Change Order

1. Click **Edit** under the Change Order name.
2. In the Affected Items tab, click **the picker icon** (the small square at the right edge of Add Affected Items).





3. In the **Select Items window**, choose the item type (e.g., CAD Documents, Parts) and pick the item you need.
4. Click **OK** to add it.
5. Select the **Action** either by typing the action name or by choosing it from the search results.
6. Enter the item **Sequence** to set its order; otherwise, the system assigns the next available sequence.

Replace or Delete an Affected Item from a Change Orders

1. Go to **the Affected Items tab** in the Change Order.
2. **Right-click** on the Affected Item to remove or replace.
3. Choose **Remove** or **Replace** from the menu.

Use Impact Analysis Tool

1. Go to **the Affected Items tab** in the Change Order.
2. **Right-click** on the Affected Item to open Impact Analysis Tool.
3. Choose **Impact Analysis Tool** from the menu.

Important

Impact Analysis Tool is enabled when Change Item is in Edit mode only.

4. Different Impact Analysis Views can be selected using the dropdown in the toolbar.
5. **Right-click** on any row to open Add to Change.
6. Choose **Add to Change** from the menu. The selected Item will be added as the Affected Item back to the Change Item.