



Agile Supplier FAQ

For a detailed Agile Supplier Training Guide see [here](#).

Q1: How do I log into Oracle Agile PLM?

Use the following link to login into Agile: <https://agile.viasat.com/Agile/PLMServlet>. Upon clicking on the link you will be prompted to verify a 2nd factor authentication via Duo 2FA. If you did not receive a link to set up your Duo account for two-factor authentication (2FA), it has expired, or similar issue, then please contact the Viasat IT Service Desk at 760-476-2345 (toll-free 866-894-1805) Monday through Friday 4am to 7pm PT.

Q2: How to prevent Agile login issues?

Your Agile password will expire every 90 days. You will get an email notifying you to update your password prior to its expiration. Please follow the instructions linked in the email to update your password prior to its expiration.

Q3: I can't login to Agile. What do I do?

For help with login issues contact the Viasat IT Service Desk (ITSD) via phone 760-476-2345 (toll-free 866-894-1805) Hours: Mon-Fri 7am – 10pm EST and provide your email address and company name to request Agile reactivation.

Q4: I was just 'Pushed' access to a Viasat part number (VPN), but I can't view the item in Agile. What do I do?

Try logging out of Agile by clicking on the power button located on the top left side of the screen and then log back in and search for the item. If you still can't view the item, contact your Viasat POC.

Q5: How do I search a PN?

To search for a PN use the top right search feature. Type in the PN and then click on the arrow.

Search Results » 1234525

1234525
Other Part

Rev: Introductory Effective From: ... to ...

Navigator Actions

Title Block* Changes BOM AML Suppliers Where Used Attachments History

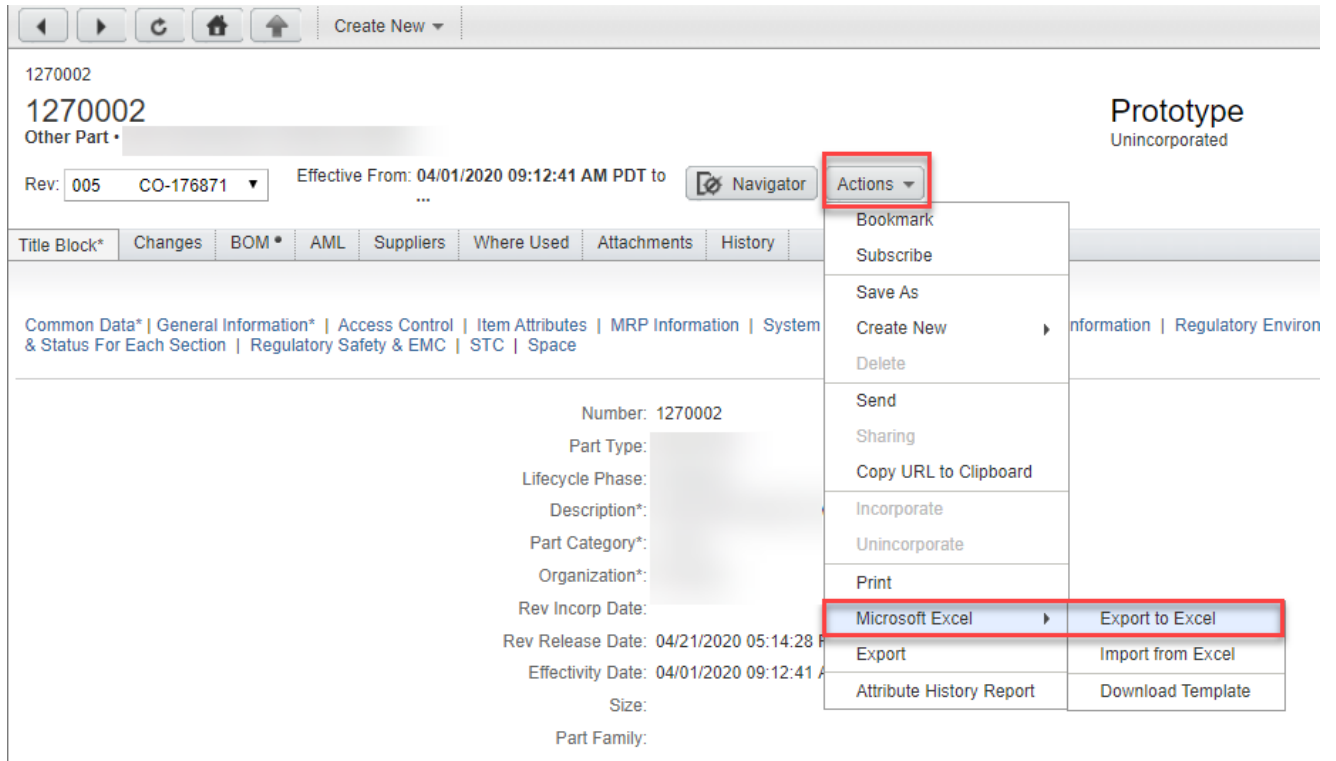
Common Data* | General Information* | Access Control | Item Attributes | MRP Information | System Maintained Attributes | ViaSat Information | Regulatory Environmental (CMAF) | Requirement & Status For Each Section | Regulatory Safety & EMC | Commercial Aviation

Number: 1234525
Part Type: Other Part
Lifecycle Phase: Preliminary
Description:
Part Category:
Organization:
Rev Incorp Date:

Quick Tip: View the 'Basic Navigation Quick Tours' video for a basic overview of Agile (in the left pane, select the 'Help (?)' drop-down menu > 'Quick Tours').

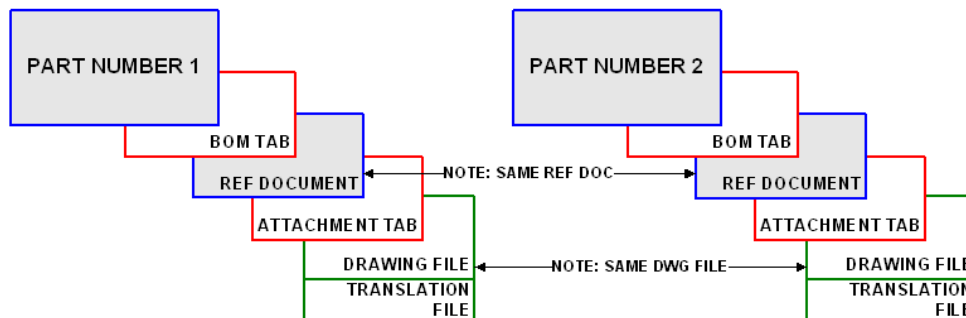
Q6: How do I export a BOM to Excel?

Navigate to the BOM and then click *Actions > Microsoft Excel > Export to Excel*.



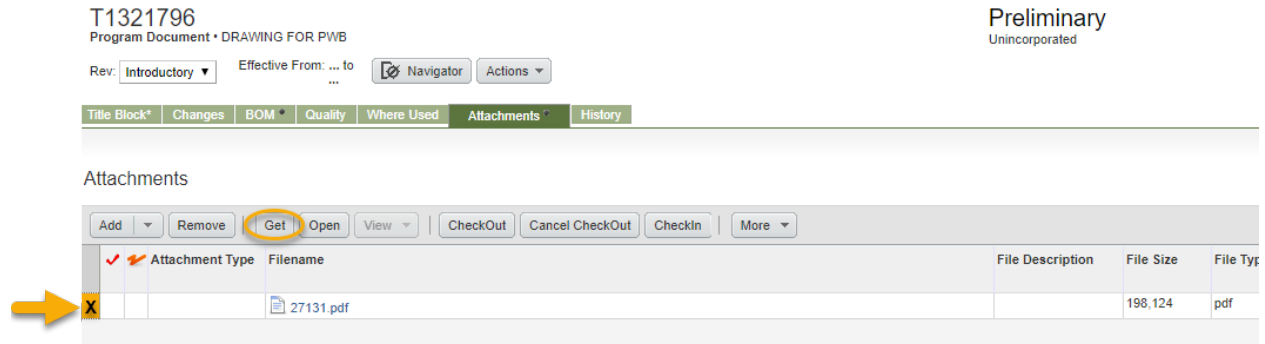
Q7: How are Viasat's BOMs arranged in Agile?

If you are viewing an assembly, LRU, etc. the drawing will most likely appear as an attachment on a separate VPN found in the BOM tab. If you are viewing an item like a Fab part, small components, etc. the drawing will most likely be found on the attachments tab of that VPN. If you are having trouble finding the attachment please contact your Viasat POC.



Q8: How do I download attachments for an item in Agile?

If double clicking on the Filename doesn't work, click on the line (where 'X' is marked) and click 'Get'. This will allow you to select an application on your computer to open the document with.



T1321796
Program Document • DRAWING FOR PWB

Rev: Introductory Effective From: ... to ... Navigator Actions

Title Block* Changes BOM* Quality Where Used Attachments* History

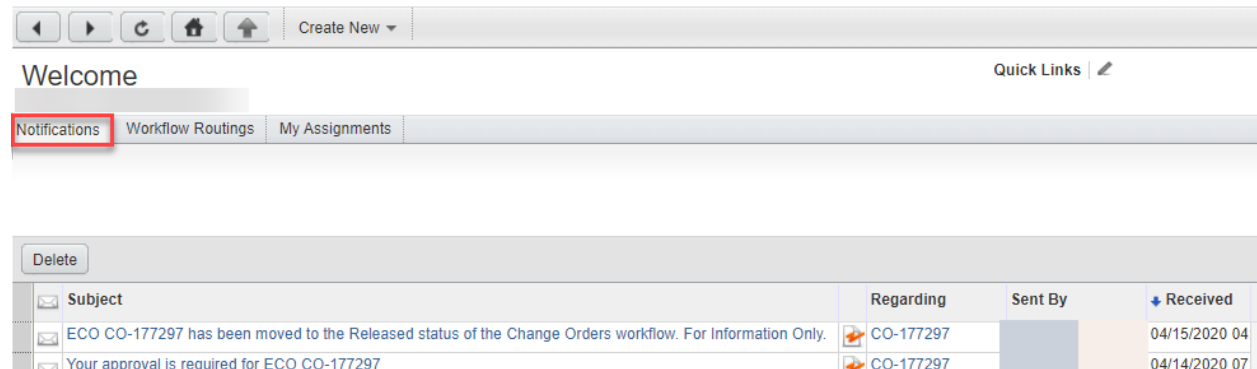
Attachments

Add Remove Get Open View CheckOut Cancel CheckOut CheckIn More

Attachment Type	Filename	File Description	File Size	File Type
X	27131.pdf		198,124	pdf

Q9: How will I receive change notifications?

If a change occurs on an item that you have access to you will receive an Agile notification. The notification will be sent to your email that you use to log into Agile with. It is important that you keep your account active so that you receive Agile notifications (see Q2). You can also view your Agile notifications directly in Agile when you log in (see image below). Please work with your Viasat POC to understand the impact of individual change orders.



Welcome Quick Links

Notifications Workflow Routings My Assignments

Delete

Subject	Regarding	Sent By	Received
ECO CO-177297 has been moved to the Released status of the Change Orders workflow. For Information Only.	CO-177297		04/15/2020 04
Your approval is required for ECO CO-177297	CO-177297		04/14/2020 07