

TechDoc 3



User Guide
NMSC Bulletin Upload

Pre-requisites to upload bulletins

Step # 1

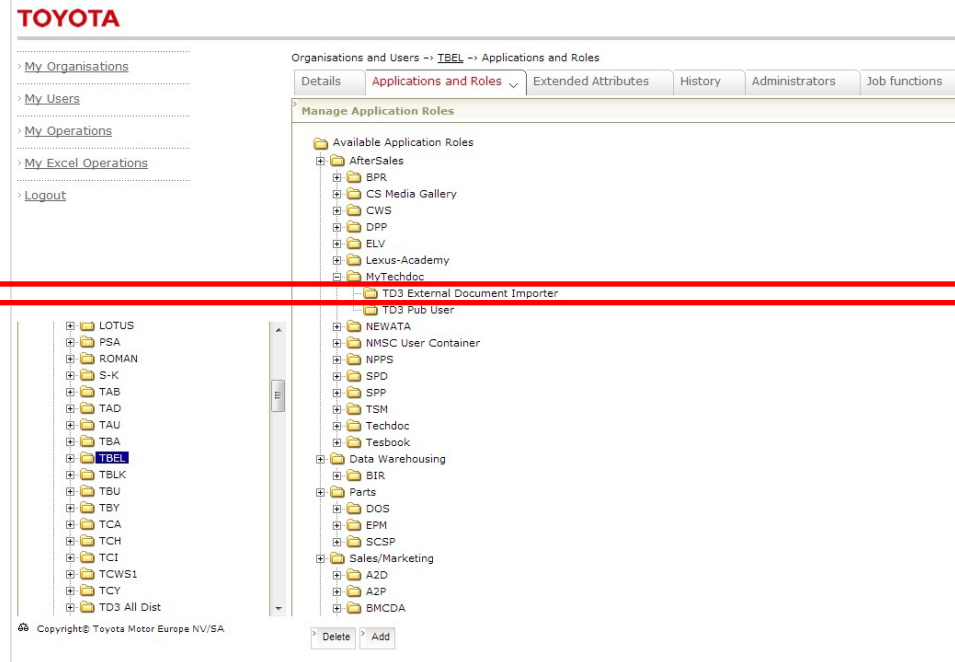
DOA User set up at NMSC level – Make sure you have the extra role “TD3 External Document Importer” available to your NMSC in DOA/User Management System.

The steps to set the role in DOA are as follows:

1. Log in to DOA.
2. Navigate to your NMSC
3. Select Applications and Roles tab and expand MyTechdoc
4. Check if TD3 External Document Importer role is present.
5. If it is not present, click on Add
6. Select AfterSales > MyTechdoc > TD3 External Document Importer.
7. If access is to be granted to child organizations (e.g. Dealers) check the box “Make available in all child organizations”
8. Save

Business needs to raise a service center request for users that need bulletin upload access, to set the extra role to “TD3 External Document Importer” in DOA/User Mgmt. System.

Assign access in User Mgmt system



Pre-requisites to upload bulletins

Step # 2

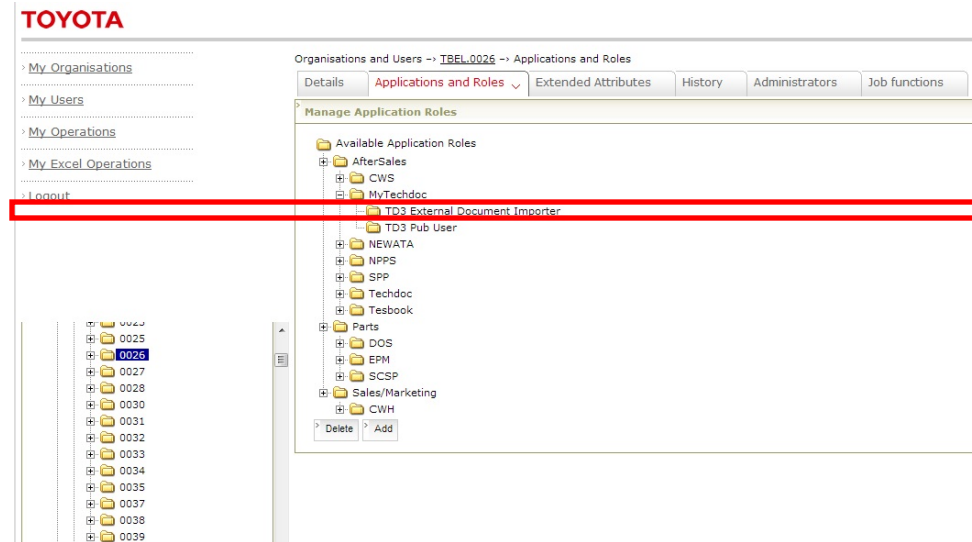
DOA User set up at Dealer level for Dealers – Make sure you have the extra role “TD3 External Document Importer” available to your Dealer in DOA/User Management System.

The steps to set the role in DOA are as follows:

1. Navigate to your NMSC > Dealer
2. Select Applications and Roles tab and expand MyTechdoc
3. Check if TD3 External Document Importer role is present.
4. If it is not present, click on Add
5. Select AfterSales > MyTechdoc > TD3 External Document Importer.
6. If access is to be granted to child organizations check the box “Make available in all child organizations”
7. Save

Business needs to raise a service center request for users that need bulletin upload access, to set the extra role to “TD3 External Document Importer” in DOA/User Mgmt. System.

Assign access in User Mgmt system



Pre-requisites to upload bulletins

Step # 3

DOA User set up for Users – Make sure you have the extra role “TD3 External Document Importer” set to Active in DOA/User Management System.

The steps to set the role in DOA are as follows:

1. Go to Applications and Roles > Application Groups – AfterSales > Applications – MyTechdoc
2. Set Granted attribute of ‘TD3 External Document Importer’ to checked (active)
3. Apply changes to save the changes.

Business needs to raise a service center request for users that need bulletin upload access, to set the extra role to “TD3 External Document Importer” in DOA/User Mgmt. System.

Assign access in User Mgmt system

TBEL -> User -> AMY DEE -> Applications and Roles

Details Applications and Roles Job functions History

Application roles for User U0080237

Application Groups AfterSales

Applications MyTechdoc

Application	Role	Via Function(s)	Status	Granted
MyTechdoc	TD3 External Document Importer		active	<input checked="" type="checkbox"/>
MyTechdoc	TD3 Pub User		not granted	<input type="checkbox"/>

Apply changes

Pre-requisites to upload bulletins

Step # 2

Determine roles that need access to upload bulletins in Techdoc3.

A list of roles is available on the TME homepage.

The current list of roles is given below:

- NMSC Administrator
- NMSC Area Manager
- NMSC Bodyshop User
- NMSC Document Importer
- NMSC Flying Doctor
- NMSC General User
- NMSC Service Manager
- NMSC Tech Support
- NMSC Warranty User

Pre-requisites to upload bulletins

Step # 3

Request access to TME to allow user access to upload Bulletins:

Contact Martin or Dirk for setting up this access.

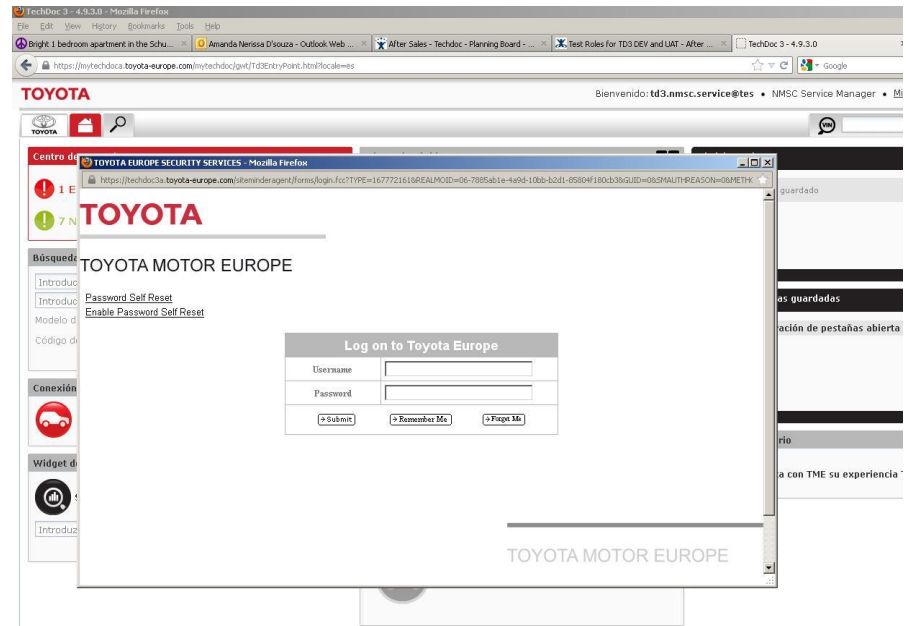
Martin Clarke (Martin.Clarke@toyota-europe.com)

Dirk Matthys (Dirk.Matthys@toyota-europe.com)

No access to upload bulletins

No access to upload bulletins

In case the NMSC user does not have access to bulletin system (i.e Step 1 is not done), the login screen will be displayed instead of the bulletin upload screen.



Bulletin Upload

Local Market Bulletin Upload

To upload a local market bulletin to Techdoc3, click on the link [“Send local NMSC bulletins to Techdoc for publishing”](#) in the Bulletin Upload widget on Techdoc3 homepage.

This will open the bulletin system interface to enter metadata for the local market bulletin and upload the file.

Bulletin Upload Widget

The image shows two screenshots related to the bulletin upload process.

The top screenshot displays the **TOYOTA** Bulletin Upload Widget. It features the Toyota and Lexus logos, a red document icon, and a magnifying glass. The main heading is **Bulletin upload**. Below this, there is a red document icon with an exclamation mark and the text: **Send local NMSC bulletins to TechDoc for publishing**.

The bottom screenshot shows the **TECHDOC3 BULLETINS** interface. The URL bar indicates the path: `techdoc3d.toyota-europe.com:2135/bulletins/folders/e/process/launchers/html/custom/CustomLaunch.jsp?attachmetId=6&requestedWindowId=_1_113041e5d799workflowVersion=_A0_A03_..._JCP7_..._TIVService0_..._4trnehofnbul01_..._4Filelet_..._17_...`.

The interface is divided into several sections:

- DEFINE METADATA** (Red header bar)
- HEADER**
 - NMSC Bulletin Reference:
 - Status:
 - Author:
- METADATA**
 - Brand**
 - ☐ Toyota
 - ☐ All models
 - ☐ ALPHARD
 - ☐ AVENISIS
 - ☐ AYGO
 - ☐ COROLLA
 - ☐ HILUX
 - ☐ IQ
 - ☐ LAND CRUISER
 - ☐ LAND CRUISER STATION WAGON
 - ☐ TOYOTA RAV4
 - ☐ YARIS
 - ☐ Lexus
 - ☐ All models
 - ☐ GS450H
 - ☐ LEXUS IS F
 - ☐ RX450H
 - Subtype**:
 - Category**:
 - Function**:
 - Expiry date**:
 - Reference TME/TMC bulletin**:
 - Legacy**: ☐
 - Country Limitation**:
- ACTION**
 - Define Metadata** (Red icon)
 - Language:
 - Title:
 - File to upload:
 - [Add document](#) [Delete document](#)
 -

Tracking uploaded bulletins

Tracking Local Market Bulletins

Bulletins that have been uploaded can be tracked in the Migration Tool

<http://techdoc3.toyota-europe.com/td3import/>

In Migration tool, click on “[Search Publication](#)” and select Import Source as “[NMSC New \(BA\)](#)” to search for local market bulletins uploaded.

TECHDOC3 TD3 Direct Import Tool

[Import NMSC Bulletin](#)
[Search Request](#)
[Search Publication](#)
[Log Out](#)

Search Import Request

Search criteria

Publication reference
Import source
Request date from
Request date until

NMSC New (BA)
Choose source
NMSC New (xls)
NMSC Legacy (xls)
NMSC New (BA)

Search

Reset

Import request status

☐ Scheduled
☐ Processing
☐ Rerun
☐ Import failed rerun
☐ Import failed
☐ Reload Content Failed
☐ Excel validation failed
☐ Upload failed
☐ Recover Failed
☐ Import warning rerun
☐ Imported with warning
☐ Imported Rerun

☐ Imported
☐ Reload Content Retry
☐ Recover Pdf
☐ Reload Content Success
☐ Finalized rerun with warnings
☐ Finalized with warnings
☐ Finalized rerun
☐ Finalized
☐ Recover Success
☐ Uploaded
☐ Added

Search results

7 items found, displaying all items.

Import source	Request date	Import request status	Messages	Publications	Report
NMSC New (BA)	30/11/2012 (10:29:50)	Finalized			
NMSC New (BA)	30/11/2012 (10:27:30)	Finalized			
NMSC New (BA)	30/11/2012 (10:24:30)	Finalized			
NMSC New (BA)	29/11/2012 (16:18:17)	Import failed			
NMSC New (BA)	18/11/2012 (16:22:51)	Finalized			

Viewing Bulletins

Viewing Bulletins in Techdoc

Bulletins that have been uploaded can be viewed in Techdoc3, through the search tab <http://mytechdoc.toyota-europe.com>.

The screenshot displays the Toyota Techdoc3 web application interface. The top navigation bar includes the Toyota logo, user information (Welcome: Albert, TME Quality Assurer), and links for My Preferences and Logout. The main search area features a 'Search Criteria' sidebar on the right with filters for Aygo, WNB10, and KGB10, showing 210 matching records. The central panel lists various Toyota models in a grid, including 4Runner, Alphard, Auris, Avenis Verso, Avenis, Camry, Carina E, Celica, Century, Coaster/Optimo, Corolla Verso, Corolla, Dyna, GT86, Hiace, Highlander, Hilux, iQ, Land Cruiser, MR2, Picnic, Previa, Prius PHV, Prius+, Prius, RAV4, Supra, Tacoma, Urban Cruiser, Verso-S, Verso, Yaris Verso, and Yaris. Below the model list are filters for Basic Model Code, Publication Type, System Group, and Engine / Transmission. The bottom section shows the search results for 'Aygo | Model Code=WNB10;KGB10', displaying a list of bulletins with columns for date, bulletin ID, and title. The results are filtered for 'Toyota Great Britain (63)' and show 142 bulletins in total. The bottom status bar indicates 'Results 1 - 25 of about 63 (1.451 seconds)'.

TOYOTA Welcome: Albert • TME Quality Assurer • My Preferences • Logout

Enter Vin Code: accept Vin

For example Engine stalls on deceleration

From Date: To Date:

Model

4Runner Alphard Auris Avenis Verso Avenis Camry Carina E Celica Century Coaster/Optimo Corolla Verso

Corolla Dyna GT86 Hiace Highlander Hilux iQ Land Cruiser MR2 Picnic Previa Prius PHV

Prius+ Prius RAV4 Supra Tacoma Urban Cruiser Verso-S Verso Yaris Verso Yaris

Basic Model Code

Publication Type

System Group

Engine / Transmission

Search Criteria

Aygo WNB10 KGB10

210 matching records found

Search Clear

TOYOTA Welcome: Albert • TME Quality Assurer • My Preferences • Logout

Vehicle Model=Aygo | Model Code=WNB10;KGB10

Search Filters ☒ Search Results Publications

NMSC: ☒ Service Documents (5)

☒ Toyota Great Britain (63) ☒ Bulletins (142)

Local Market (63)

Bulletin Title	Date	Code
AVENSIS, AURIS, IQ, VERSO, YARIS, AYGO: Special Service Campaign	12 Sep 2012	NMSC_TGB_05038_TL_EN...
05038 Accelerator Pedal Safety Recall Programme Technical Instructions	28 Jun 2012	NMSC_TGB_WB 585 V 1...
AYGO: Warranty Bulletin	26 Oct 2011	NMSC_TGB_WB576_EN...
WB 585 V 1.1 Aygo Water Leak Repairs	23 Aug 2011	NMSC_TGB_WB569_EN...
AYGO: Warranty Bulletin	12 Apr 2010	NMSC_TGB_WB537_EN...
WB576 (v1.0) Aygo Starter Motor Out of Warranty Guidelines (17120)	04 Apr 2008	NMSC_TGB_WB435_EN...
AYGO: Warranty Bulletin	01 Oct 2012	NMSC_TGB_WB582_EN...
WB569 (v1.1) - Aygo Water Leak Claims	29 Mar 2012	NMSC_TGB_WB582_EN...
YARIS, VERSO, IQ, AVENSIS, COROLLA, AYGO, AURIS: Warranty Bulletin	29 Dec 2011	NMSC_TGB_05 AD OPTIF...
AYGO: Warranty Bulletin	08 Dec 2011	NMSC_TGB_WB579_EN...
WB435 V1.1 TomTom Satellite Navigation Fitted To Aygo	29 Nov 2011	NMSC_TGB_WB543_EN...
ALL_MODELS: Warranty Bulletin	12 Oct 2011	NMSC_TGB_WB574_EN...
Warranty Policy Regarding Technician Licencing and Bodyshop Repairs	01 Sep 2011	NMSC_TGB_WB517_EN...
ALL_MODELS: Warranty Bulletin	27 Jul 2011	NMSC_TGB_WB568_EN...
WB582 (v1.0) - New Brake Check Sheets in CWS	12 May 2011	NMSC_TGB_WB558_EN...
ALL_MODELS: Warranty Bulletin		
WB579 (v1.0) - Retention of Snap Shot/Freeze Frame Data		
ALL_MODELS: Warranty Bulletin		
WB543 (v1.1) - Toyota Passenger Vehicle 5 Year Warranty from 1st June 2010		
ALL_MODELS: Warranty Bulletin		
WB574 (v1.0) - Return of Alloy Wheels		
ALL_MODELS: Warranty Bulletin		
WB517 (v1.1) Return/Inspection Process of Alloy Wheels		
ALL_MODELS: Warranty Bulletin		
WB568 (v1.0) - 3 Years Free Servicing (Q3) Marketing Campaign - Claiming Through CWS		
ALL_MODELS: Warranty Bulletin		
WB558 (v2.0) - Water Pump Leaks - New Guidelines		

Apply Filter

Local Market Content

Language

Country

Bulletin Service Category

Bulletin Type

Results 1 - 25 of about 63 (1.451 seconds)

Results per page: 25

Viewing Bulletins

Viewing Bulletins in Techdoc3

You can also view the bulletin when you receive a notification that the bulletin is published on Techdoc3.

