

### **How do I configure WinSPC to prompt the operator for information when a subgroup is out of control?**

A Control Test trigger can be setup to prompt the operator for information when a subgroup is out of control. When the trigger fires you can have it prompt the operator for Assignable Causes, Corrective Actions, Notes or any combination listed.

#### **Method 1 (Legacy Method) – Collection Plan step Control Test**

In the Administrator window of WinSPC, locate and double-click the Collection Plan to open the properties window. Select the step that you would like to attach the Control Test trigger to in the Collection Plan. Click the Characteristic Tests button. In the Test Selection dialog box single-click the control test desired. In this example select the 1 pt beyond control limits. (see Figure 1). Single-click the green check ünear the upper left hand corner of the dialog box to enable the test. Click the green + sign to add a trigger. Select Trigger Type: as Prompt For Notes (see Figure 2) Select Trigger On: as desired. The Enabled check box should be checked by default. Check any of the Force entry of check boxes needed. Click the OK button for both windows.

#### **Method 2 (Modern Method) – Control Test Template**

In the Administrator window of WinSPC, right-click on Control Test Templates and select New -> Control Test Template. Rename template as desired Double-click to open the Control Test Properties. In the Test Selection dialog box single-click the control test desired. In this example select the 1 pt beyond control limits. (see Figure 1). Single-click the green check ünear the upper left hand corner of the dialog box to enable the test. Click the green + sign to add a trigger. Select Trigger Type: as Prompt For Notes (see Figure 2) Select Trigger On: as desired. The Enabled check box should be checked by default. Check any of the Force entry of check boxes needed. Click the OK button for both windows Link the template where needed. Templates can be linked to a Variable, Part/Process, Collection Plans, Short Run Processes, or put into folders on the tree for inheritance on down the tree.

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