

Quick Reference Guide to New WebFLIS

Note: “Enable Editing” in this document for hyperlinks to work

1. What’s New to WebFLIS:

- Access is now role based through the Account Management and Provisioning System (AMPS). Click [here](#) to access AMPS.
- Queries are presented in new tab based format ([Figure 3](#)).
- Additional query functionality includes Bill of Materials (BOM) ([Table 3](#)).
- Additional Data Views include Class of Supply and Weapon System ([Figure 6](#)).
- All users must sign-in to the WebFLIS application once every 35 days or the account will be locked due to inactivity.
- Accounts disabled due to inactivity will need to be unlocked by the DLA Enterprise Help Desk (EHD).
- New “grey out” functionality; as a user enters data into a field, all fields that cannot be used in combination with the entered data will grey out.
- Please note that there are known issues when trying to access WebFLIS using Mozilla Firefox. At this time users who have Firefox as their primary internet browser will need to contact the help desk when accessing the application for the first time.

2. WebFLIS Access:

Access to the WebFLIS application is role based and each user must register through the Account Management and Provisioning System (AMPS). Click [here](#) to access AMPS. This release of WebFLIS will have three roles as explained in Table 1.

To prevent your account from being disabled you must sign-in every 35 days. If you have been granted one of the AMPS roles in Table 1 and are unable to get into WebFLIS or receive the message shown in Figure 1, please contact the Enterprise Help Desk per the contact information listed below.

For all WebFLIS access issues, contact:

- DLA Enterprise Help Desk at 1-855-352-0001, or
Email: [Enterprise Help Desk](#) Website: [Enterprise Help Desk Portal](#)

For all non-access issues with the WebFLIS application, contact:

- DLA Customer Interaction Center at 1-877-DLA-CALL (352-2255), or
Email: [DLA Customer Interaction Center](#)

Figure 1 - Landing Page Message

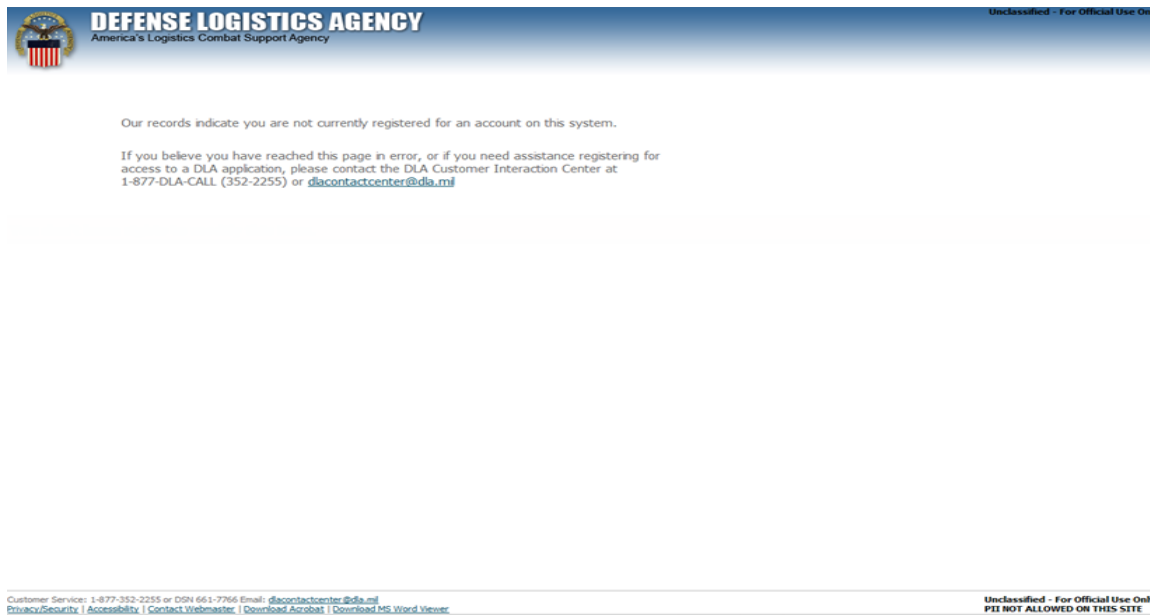


Table 1 - WebFLIS Roles

<u>Role</u>	<u>Role Name in AMPS</u>	<u>Who Can Apply</u>	<u>Role Description & Available Tabs</u>
Basic	WebFLIS Prod – Basic User FPDW-WF002	Users with External Certificate Authority (ECA), or Common Access Cards (CAC)	Restricted end-user access to WebFLIS queries. No Weapon System or proprietary data. Tab displayed: Queries.
Standard	WebFLIS Prod – Standard User FPDW-WF001	Users with Common Access Cards (CAC)	Unrestricted end-user access to all WebFLIS queries and data. No access to statistics reports. Tabs displayed: Queries and Bill of Materials.
System Management Office (SMO)	WebFLIS Prod – System Management Office User FPDW-WF006	Users working within the WebFLIS System Management Office	WebFLIS Standard User, plus access to statistic reports. Tabs displayed: Queries, Bill of Materials, and Reports.

3. WebFLIS Home Page

The new Home Page has a similar look and feel to current WebFLIS, however a few key items have changed. Users may obtain information that was previously available in Public WebFLIS via PUB LOG FLIS Search through the DLA Logistics Information Service FOIA electronic reading room.

To sign-in to WebFLIS, the user will need to go to the home page, hover the mouse over “WebFLIS Home”, and select “Sign-In” as shown below in [Figure 2](#).

Figure 2 - WebFLIS Sign-In



4. Queries

The WebFLIS new query functionality is now organized by tabs ([Figure 3](#)); categories are Queries, Bill of Materials (BOM), and Reports. The tabs available to a user are based on the user's role (Table 1). The Reports tab is only available to the WebFLIS System Management Office.

Figure 3 - WebFLIS Query Tabs



There are several new queries included in the WebFLIS application. Each query field has mouse over help that provides data entry rules for each query. All of the available individual and combination queries are listed below under their designated tab ([Table 2](#) and [Table 3](#)). Queries new to WebFLIS are highlighted in yellow and the associated functionality is described in the "Query Description and Changes" column.

Figure 4 - Queries Tab

The screenshot shows the 'WebFLIS Search Selection Menu' interface. On the left, under the 'Queries' tab, there are several search criteria sections: 'NIIN/NSN' with a 'Multiple NIINs/NSNs' button, 'Part/Partial Part Number' with an 'Exact Match' checkbox and a 'Multiple Part Numbers' button, 'Part Number/Company Name' with separate fields for 'Company Name' and 'Part Number', 'CAGE Code' with a 'Company Data Only' checkbox, 'Item Name' with a field containing 'INC', 'Medical Keyword', and 'Characteristics' with 'Keyword' and 'Phrase' checkboxes. On the right, the 'WebFLIS Output Selection' section has a 'Screen Header Info' field and a list of 12 checkboxes, all of which are checked: Identification, MOE Rule Coded, Management, Ref/PN, DAAS, I & S, Coded Characteristics, Class of Supply, Basic Reference, MOE Rule Decoded, Standardization, Phrase, Freight, Packaging, Decoded Characteristics, and Weapon System. At the bottom right of this section are 'Select All' and 'Clear All' buttons. A large black arrow points from the left towards the 'Queries' section.

Table 2 - Queries Tab Searches

Individual Queries Available	Query Description and Changes
NIIN/NSN	Search for single NIIN or NSN with or without dashes (no changes)
NIIN/NSN History	Search for historical data
Multiple NIIN/NSN	Select the Multiple NIIN/NSNs button to enter up to 100 at a time. NIIN/NSNs can be separated by a space, comma, or the ENTER key
Part/Partial Part Number	Search by part number or partial part number (no changes)
Multiple Part Numbers	Select the Multiple Part Numbers button to enter on up to 100 full Part Numbers or Partial Part Numbers with a wildcard of an asterisk (*). Part Numbers can be separated by a pipe symbol () or the ENTER key.
CAGE Code	Search by CAGE code (no changes)
CAGE Code for Company Data Only	Entering a CAGE Code and selecting the Company Data Only check box will open a new window in the BINCS application Home Page. The user will have to re-enter the CAGE to initiate a search for company data
Item Name Keyword	Search by Item Name Keywords. Limited to 30 characters.
Item Name Code (INC)	Search by full INC
Medical Keyword	Search by Medical Keywords. Limited to 30 characters.
Characteristics Keyword	Search for matches to Characteristics Keywords in any order
Characteristics Phrase	Search for matches to Characteristics Keywords in the exact order they were entered
Part/Partial Part Number* and CAGE Code	Search for combination of Part Number and CAGE. *Please note that there are two part number entry fields; one is for Part/Partial Part Number entry and the other is for the Company Name

	and Part Number combination query only. For this combination search, the Part/Partial Part Number entry field must be used.
Company Name and Part Number*	Search by a combination of Company Name or Partial Company Name and full Part Number. *Please note that there are two part number entry fields; one is for Part/Partial Part Number entry and the other is for the Company Name and Part Number combination query only.
Characteristics Keyword and Item Name Keyword	Search by a combination of Characteristics Keywords and Item Name Keywords (Characteristics Keyword results will be matches found in any order).
Characteristics Phrase and Item Name Keyword	Search by a combination of Characteristics Phrase and Item Name Keywords (Characteristics Phrase results will match exact order keywords were entered).

Figure 5 - Bill of Materials Tab



Table 3 - Bill of Materials Tab Searches

<u>Individual Queries Available</u>	<u>Query Description and Changes</u>
BOM NIIN	Search by Bill of Materials NIIN
Component NIIN	Search by Component NIIN
BOM Keyword	Search by Bill of Materials Keywords

5. Output Data Views

The Output Selection Menu is now visible next to the data entry fields ([Figure 6](#)). There are two new data views, Class of Supply and Weapon System. Please note that the output data views available to a user are based on the user's role ([Table 1](#)), therefore not all data views are available to every user.

Figure 6 - Output Selection Menu

My webMethods: WebFLIS Restricted - Windows Internet Explorer

https://pfmc.dme.dla.mil/webflis.restricted

DEFENSE LOGISTICS AGENCY
Logistics Information Services

Home|Products|Services|Programs|Cataloging|Log Tools|Supplier|Training|Library|

Queries Bill of Materials Reports

WebFLIS Home Main Menu Quick Link to... Logoff

For Official Use Only

WebFLIS Search Selection Menu

Queries

NIIN/NSN:
☐ NIIN/NSN History
☐ Multiple NIINs/NSNs

Part/Partial Part Number:
☐ Exact Match
☐ Multiple Part Numbers

Part Number/Company Name:
 Company Name:
 Part Number:
 CAGE Code:
☐ Company Data Only

Item Name:
 INC

Medical Keyword:

Characteristics:
 Keyword
☐ Similar Spelling
 Phrase
 Item Name

Search Reset

WebFLIS Output Selection

Screen Header Info:

<input checked="" type="checkbox"/> Identification	<input checked="" type="checkbox"/> Basic Reference
<input checked="" type="checkbox"/> MOE Rule Coded	<input checked="" type="checkbox"/> MOE Rule Decoded
<input checked="" type="checkbox"/> Management	<input checked="" type="checkbox"/> Standardization
<input checked="" type="checkbox"/> Ref/PN	<input checked="" type="checkbox"/> Phrase
<input checked="" type="checkbox"/> DAAS	<input checked="" type="checkbox"/> Freight
<input checked="" type="checkbox"/> I & S	<input checked="" type="checkbox"/> Packaging
<input checked="" type="checkbox"/> Coded Characteristics	<input checked="" type="checkbox"/> Decoded Characteristics
<input checked="" type="checkbox"/> Class of Supply	<input checked="" type="checkbox"/> Weapon System

Select All Clear All

WebFLIS (For Official Use Only)

Customer Service: 1-877-352-2255 or DSN 661-7766 Email: dlacustomercenter@dlm.mil

[Privacy/Security](#) | [Accessibility](#) | [Contact Webmaster](#) | [Download Acrobat](#) | [Download MS Word Viewer](#)

This Site Reviewed Quarterly for Accessibility Compliance
This Page Last Reviewed: November 30, 2011

Local intranet | Protected Mode: Off

There are two ways to change the data views displayed in the query results. The first is to change the view in the Output Selection menu located in the Query Tab ([Figure 6](#)). The second way is to select the “Change Output Views” button in the NSN Output Data screen ([Figures 7](#)) and selecting the data elements needed as indicated in [Figure 8](#).

Please note, when running a BOM Query, the output data will display the views selected in the Output Selection Menu, located on the Query Tab. To change the data view for a BOM query result, the user must make the change in the Output Selection Menu ([Figure 6](#)) or in the NSN Output Data View screen ([Figure 7](#) and [Figure 8](#)) using the “Change Output Views” Button as indicated in [Figure 7](#).

Figure 7 - Change Output Views Button

DEFENSE LOGISTICS AGENCY
Logistics Information Services

Home | Products | Services | Programs | Cataloging | Log Tools | Supplier | Training | Library |

Queries **Bill of Materials**

The following Dataview(s) are not available: Weapon System

WebFLIS Home Main Menu Quick Link to.. Logoff

For Official Use Only

Prepared for:
[Click for EZ Print](#) [Search Again?](#) [Go Back](#)

WebFLIS National Stock Number (NSN) Output Data

NSN: 6530000000070
ITEM NAME: CUP, MEDICINE
USER ID: 1258295400@mil
DATE OF QUERY: 01/16/2015

Change Output Views

Identification [Back to Top](#)

FIIG	INC	CRITL-CD	II	RPDMRC	DEMIL-CD	DEMIL-INTG	NIIN-ASGMT-DT	PMIC	ADPEC	ESD-EMI	HMIC	HCC
T265-A	35484	X	1		A	1	11 OCT 1975	A			N	

Figure 8 - Change Output Views Menu

WebFLIS National Stock Number (NSN) Output Data

NSN: 6530000000070
ITEM NAME: CUP, MEDICINE
USER ID: 1258295400@mil
DATE OF QUERY: 01/16/2015

WebFLIS Output Selection

<input checked="" type="checkbox"/> Identification	<input checked="" type="checkbox"/> Basic Reference
<input checked="" type="checkbox"/> MOE Rule Coded	<input checked="" type="checkbox"/> MOE Rule Decoded
<input checked="" type="checkbox"/> Management	<input checked="" type="checkbox"/> Standardization
<input checked="" type="checkbox"/> Ref/PN	<input checked="" type="checkbox"/> Phrase
<input checked="" type="checkbox"/> DAAS	<input checked="" type="checkbox"/> Freight
<input checked="" type="checkbox"/> I & S	<input checked="" type="checkbox"/> Packaging
<input checked="" type="checkbox"/> Coded Characteristics	<input checked="" type="checkbox"/> Decoded Characteristics
<input checked="" type="checkbox"/> Class of Supply	<input checked="" type="checkbox"/> Weapon System

Select All Clear All Update

MOE Rule Decoded [Back to Top](#)

Local intranet | Protected Mode: Off

6. EZ Print Link

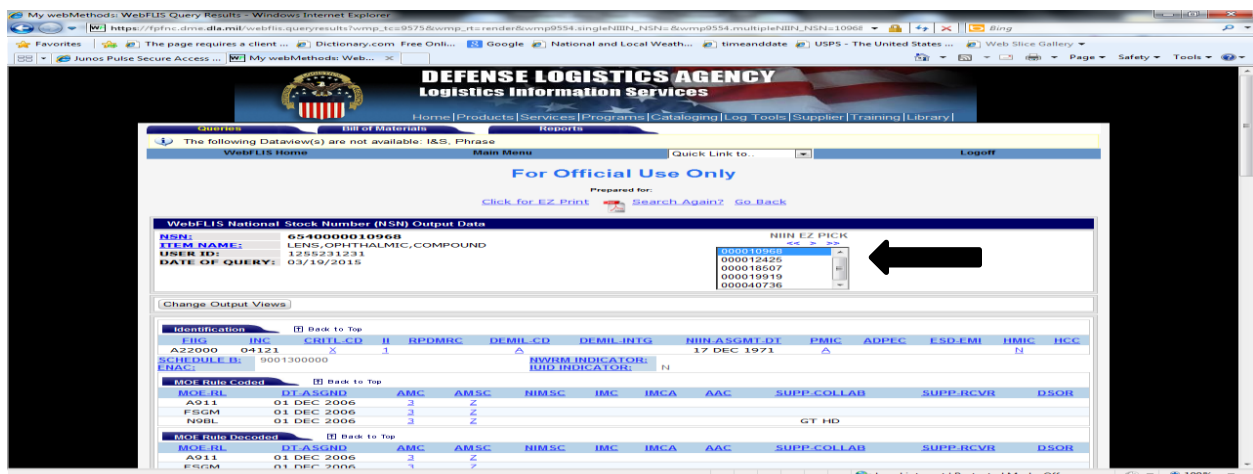
To print the NSN Output Data view, select the “Click for EZ Print” link (Figure 9). The user will have the option to “Open” or “Save” save the Output Data View in PDF prior to printing.

Figure 9 - Click for EZ Print Link



If a user has searched multiple NIIN/NSNs, and would like to print the results, they will need to navigate to each NIIN/NSN using the NIIN EZ Pick List (Figure 10) and print each individually.

Figure 10 - Click for EZ Print Link



7. WebFLIS User Guide

For further assistance on WebFLIS functionality, please see the WebFLIS User Guide. You can locate the User Guide in one of two places: the Quick Links drop down menu located in any of the Query Tabs (Figure 11) or the User Guide button on the WebFLIS Main Menu (Figure 12).

Figure 11 - Quick Links Menu



Figure 12 - User Guide Button – Main Menu

