ProductIP
Platform Quick Guide

-

Document request

Product IP
create • manage • share

YOU HAVE RECEIVED A DOCUMENT REQUEST:

Your customer has sent you an e-mail with the request to upload test reports, certificates and other documents.
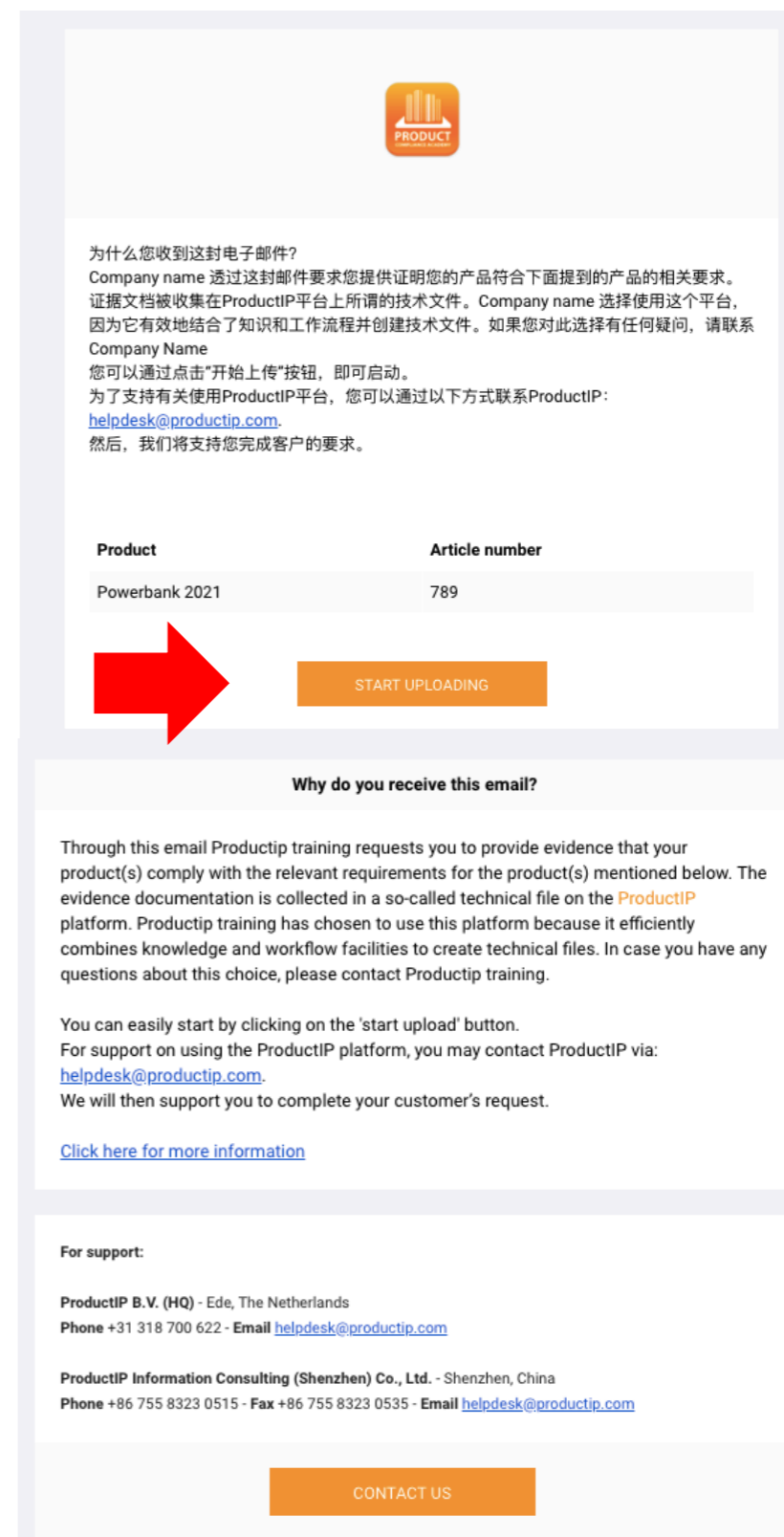
Your customer is using ProductIP to get a clear understanding about the european and national requirements relevant for the products that you produce for them. This guide will assist you in processing this request.

Your customer has paid for his file in ProductIP and your participation is free of charge.

Click "START UPLOADING" for next step.

In case of questions contact the ProductIP team:
helpdesk@productip.com

+86 755 8323 0515   (China)
+31 318 700 622   (The Netherlands)
+49 8218083048   (Germany)

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

3/22/21

Need Help?

If you click here,

Need help with this page?

you will find more information.

Or send an e-mail to:
helpdesk@productip.com

🇬🇧 English

🇨🇳 中国

🇳🇱 Nederlands

🇩🇪 Deutsch

Received a document request

I have an account

ProductIP is new to me

register

go to Request

accept request

upload requested documents

thank you for your cooperation

no ← more documents requested → yes

Go to Request

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

ProductIP
create • manage • share
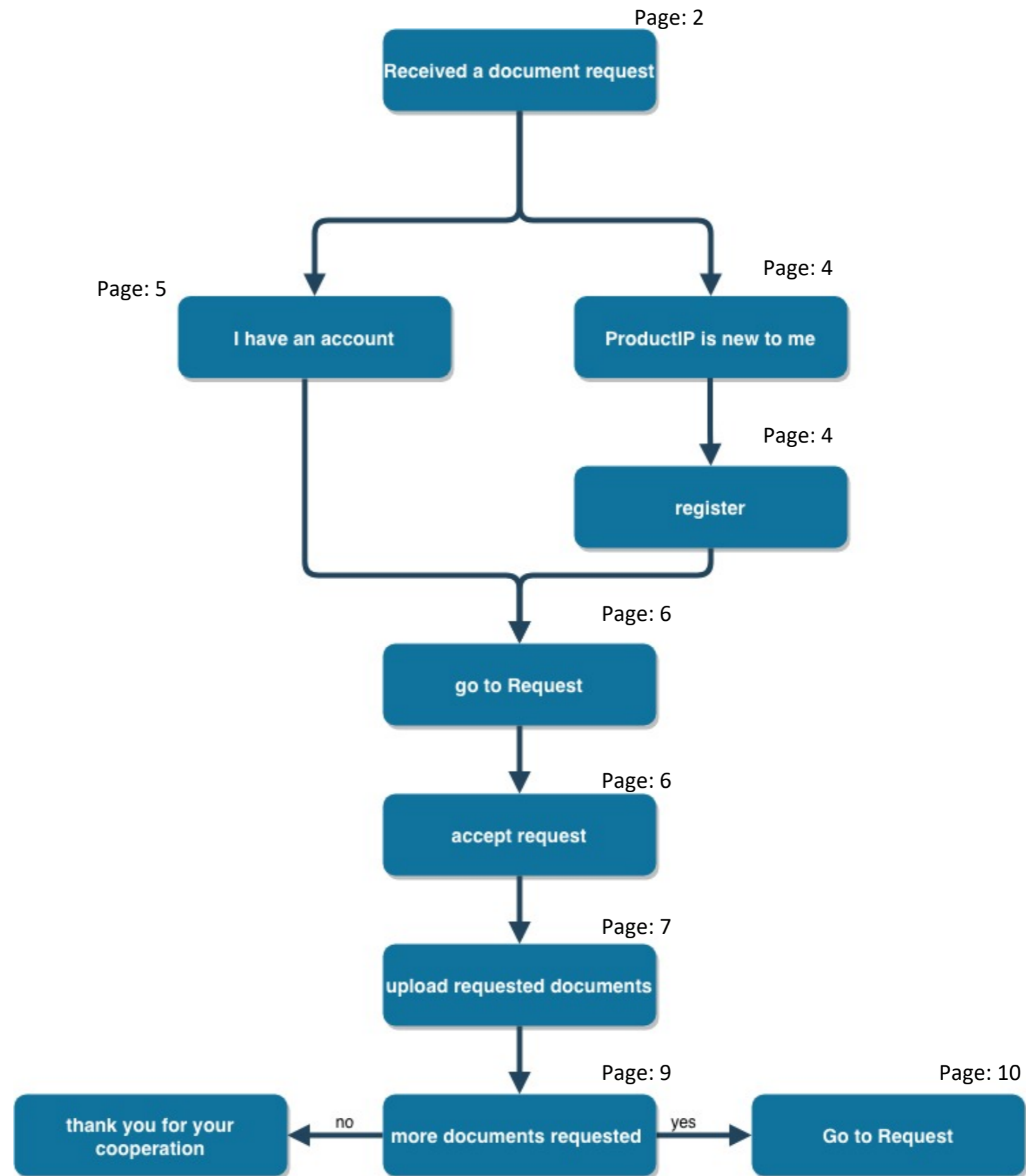
PRODUCTIP IS NEW TO ME:

First time user?

Setup your account in a few steps:
- Fill in your contact details
- Create your own password and confirm
- Accept the general conditions
- Press register
- Done!

Your e-mail address is your username!
This should be the same e-mail address as
 your customer used to send the invite to.

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

LOG IN:

Existing users can directly login in using their e-mail address as username together with the password you have created before.

Forgot your password?
Click on the button.
You will receive an e-mail with a link to a webpage.
Here you can set a new password.

ProductIP

Welcome to ProductIP, the internet based expert system for creating, managing and sharing CE Technical Compliance files.

ProductIP is not a sourcing site. You can only see the technical files that you have created or that you have given access rights to from others. Users are identified via a combination of a user name, your e-mail address, and a password. If you are a new user we ask you to register first so we can verify you have access to the e-mail address you want to use for our system.
Please contact us in case you need assistance: helpdesk@productip.com.

E-mail Address: | your email address
Password: | •••••••••••
| Login

New user? | Forgot your password? | Need support ? | What's new ?
Create new ac | Request a new password | User manual | Latest release information

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

ProductIP
create • manage • share

GO TO REQUEST:

DEMO
Not intended for production use

Technical files | Suppliers | Requests 3 | Tasks | Invites | Shares | Reports

47 credits | 18

About this page
Compliance partners

Product document requests 1/0 | Declined shared files 2 | File requests 2

Open requests

Display 10 records per page

Find

Invitation date	From	Name		Activities
2021-03-04 01:00:00	user ProcutIP (Productip training)	Powerbank 2021 (789)		View request

Showing 1 to 1 of 1 records

First | Previous | 1 | Next | Last

View request ✕

user ProcutIP of Productip training

is requesting your cooperation for the following product:

Our product
Powerbank 2021 (789)

Your product
Powerbank 2021 (64294)

Message from user ProcutIP
为什么您收到这封电子邮件？
Company name 透过这封邮件要求您提供证明您的产品符合下面提到的产品
的相关要求。证据文档被收集在ProductIP平台上所谓的技术文件。Company
name 选择使用这个平台，因为它有效地结合了知识和工作流程并创建技术文
件。如果您对此选择有任何疑问，请联系Company Name
您可以通过点击"开始上传"按钮，即可启动。
为了支持有关使用ProductIP平台，您可以通过以下方式联系ProductIP：
helpdesk@productip.com。
然后，我们将支持您完成客户的要求。

You are requested to carry out the following tasks:

Description	Deadline
ℹ️ Upload technical documents	2021-03-18

Please confirm you can carry out the tasks for this product:

Confirm | Decline

ProductIP
create • manage • share

UPLOAD THE REQUESTED DOCUMENTS:

Powerbank 2021 (789)
YOUR PRODUCT: POWERBANK 2021 (64294)

user ProcuctIP of Productip training requested you to upload the compliance documents listed below and indicate what kind of document it is. More info

Please upload the documents that are requested in the list on the right

Allowed documents: PDF (Portable Document Format) files (*.pdf) or Image files (*.jpg/*.png)

+ **Select documents**
Add documents to the upload queue and click the start button.

Filename	Size	Status

Drag documents here.

⊕ Add Documents   ⬆ Start Upload   0 b   0%

Status	Document	Category

Requested documents

Product Information

ⓘ Bill of Materials (BOM)

ⓘ Bill of Substances (BOS)

ⓘ Product Information

ⓘ User manual

Product Labelling

ⓘ Product Labelling - Artwork

General Product Safety Directive (GPSD) 2001/95/EC

ⓘ General Product Safety Directive (GPSD) - Certificate

ⓘ General Product Safety Directive (GPSD) - Risk assessment report

ⓘ General Product Safety Directive (GPSD) - Test report

REACH Regulation (EC) 1907/2006

ⓘ Safety Datasheet (SDS)

These are the documents that your customer is looking for.
Perhaps you don't have all (yet). In this case it's important to upload what you already have.
You can upload *.PDF, *.png, *.jpg. You have to convert *.doc and *.xls to *.PDF first.

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

Product **IP**
create • manage • share

3/22/21

MORE INFORMATION:

When the mouse is over the title of the document, more information appears.
A Compliance clip is a shortened explanation of the subject, and if available, templates can also be downloaded here.

Related requirements	REACH Regulation (EC) 1907/2006
Available resources for these requirements: Compliance Clip 562 Multimedia standards (Download)	ℹ Safety Datasheet (SDS)
	Hazardous Substances not covered by REACH
EN 55024:2010 Information technology equipment - Immunity characteristics - Limits and methods of measurement Including amendments: - EN 55024:2010/A1:2015	ℹ Chemical Substances - Declaration
	ℹ Chemical Substances - Test report
	Electro-Magnetic Compatibility (EMC) Directive 2014/30/EU - recast of 2004/108/EC
EN 55032:2015 Electromagnetic compatibility of multimedia equipment - Emission requirements. This standard will replace EN 55022 for ITE and EN 55013 for audio-video equipment.	ℹ Electro-Magnetic Compatibility (EMC) - Certificate
	ℹ Electro-Magnetic Compatibility (EMC) - Test report
EN 55035:2017 Electromagnetic compatibility of multimedia equipment - Immunity requirements. This standard will replace EN 55024 (ITE), EN 55020 (audio-video) and EN 55103-2 (professional).	Restriction of Hazardous Substances Directive (RoHS) 2011/65/EU
	ℹ Restriction of Hazardous Substances Directive (RoHS) - Certificate
FprEN 55035:2012 CISPR 35:201X (CISPR/I/412/CDV) Electromagnetic compatibility of multimedia equipment - Immunity	ℹ Restriction of Hazardous Substances Directive (RoHS) - Test report

DONE UPLOADING?:

Press [Save & Continue later] if you have to stop with this task now.

Save & Continue later   Save & Close as finished

Have you finished your task press [Save & Close as finished] .
You customer will now review the uploaded documents.
Most likely there will be some questions or requests for additional information.
For this they will send you a new task that arrive in your e-mail inbox.

3/22/21

REQUEST FOR MORE DOCUMENTS:

If your customer asks you to upload more, log in again and go to the upload task in "Request". Here you can see the status of the document.
When you click on the "I", you will see the comment your customer has added to the document.

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED
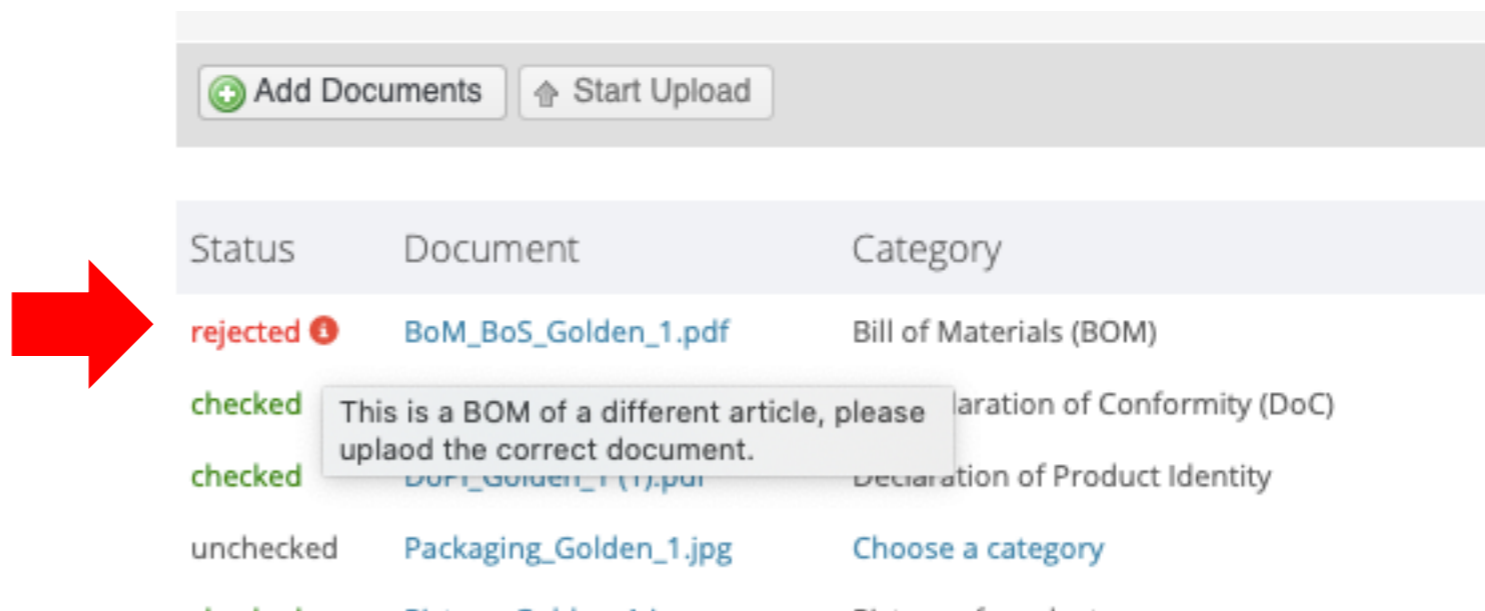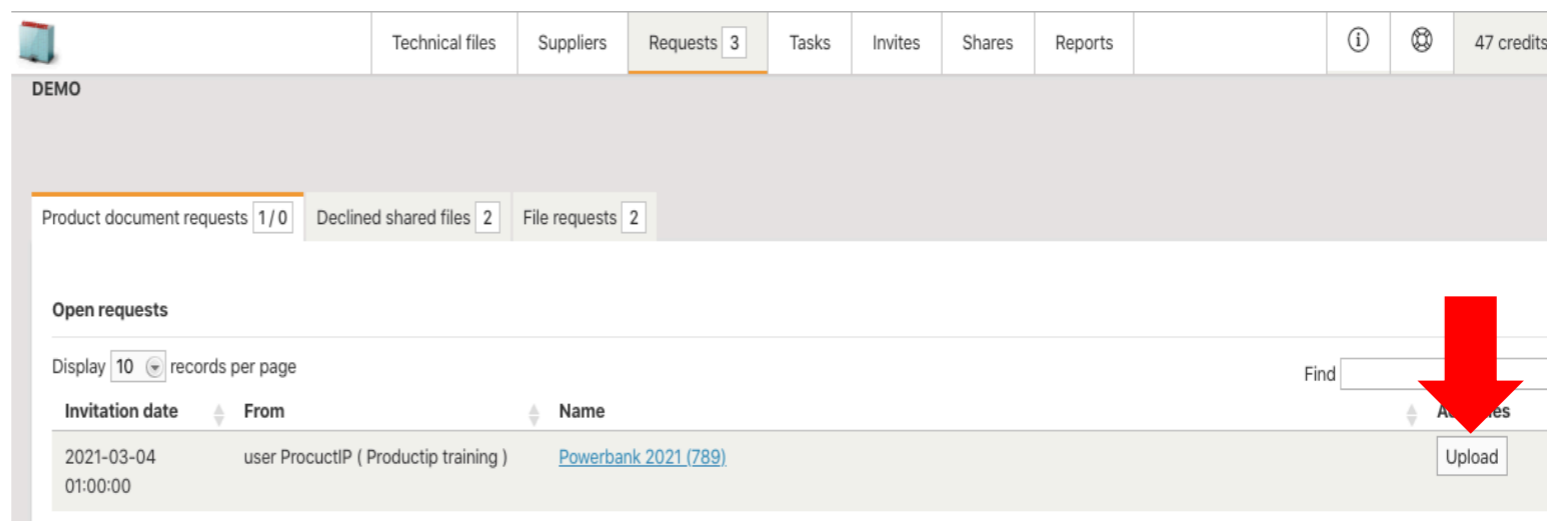
COMMUNICATE WITH YOUR CUSTOMER:

Do you have some comments for your customer related to this task?

Press "TASKS" and enter your remarks in the "Add a new comment" section.

Press [Add comment] when you are done.

Your customer will receive an e-mail.

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

SUMMARY:

Co-operating with your customer via an invite from ProductIP is efficient, easy, and free of charge.

Any questions about using the system? ProductIP is the help-desk.

If you don't have all the documents available now, upload what you have, assign the document category and press save and close as finished. Your customer will appreciate your prompt cooperation. They will review the documents that you have provided and give you feedback and perhaps a next tasks that you can complete in the same way.

Did you know that you can also create files yourself? In that case you will own the file and you can use it to demonstrate your professional approach to product compliance. Your customer does not need to send you an invite anymore. In fact now you can SHARE your file with them. Sharing is free for you and for the receiving party. You make the file with your article numbers and you change these in OEM files the moment you share them. You can share them with customer A, B, C, all free of charge.

Contact us if you want to learn more about how to demonstrate your professionalism and service attitude around product compliance and join a network of innovative companies using ProductIP.

A WORLD IN WHICH PRODUCTS CAN BE TRUSTED

ProductIP
create • manage • share