

# TECHNICAL PUBLICATION SEARCH & NAVIGATION

● CUSTOMER PORTAL **USER GUIDE**



# LOGIN

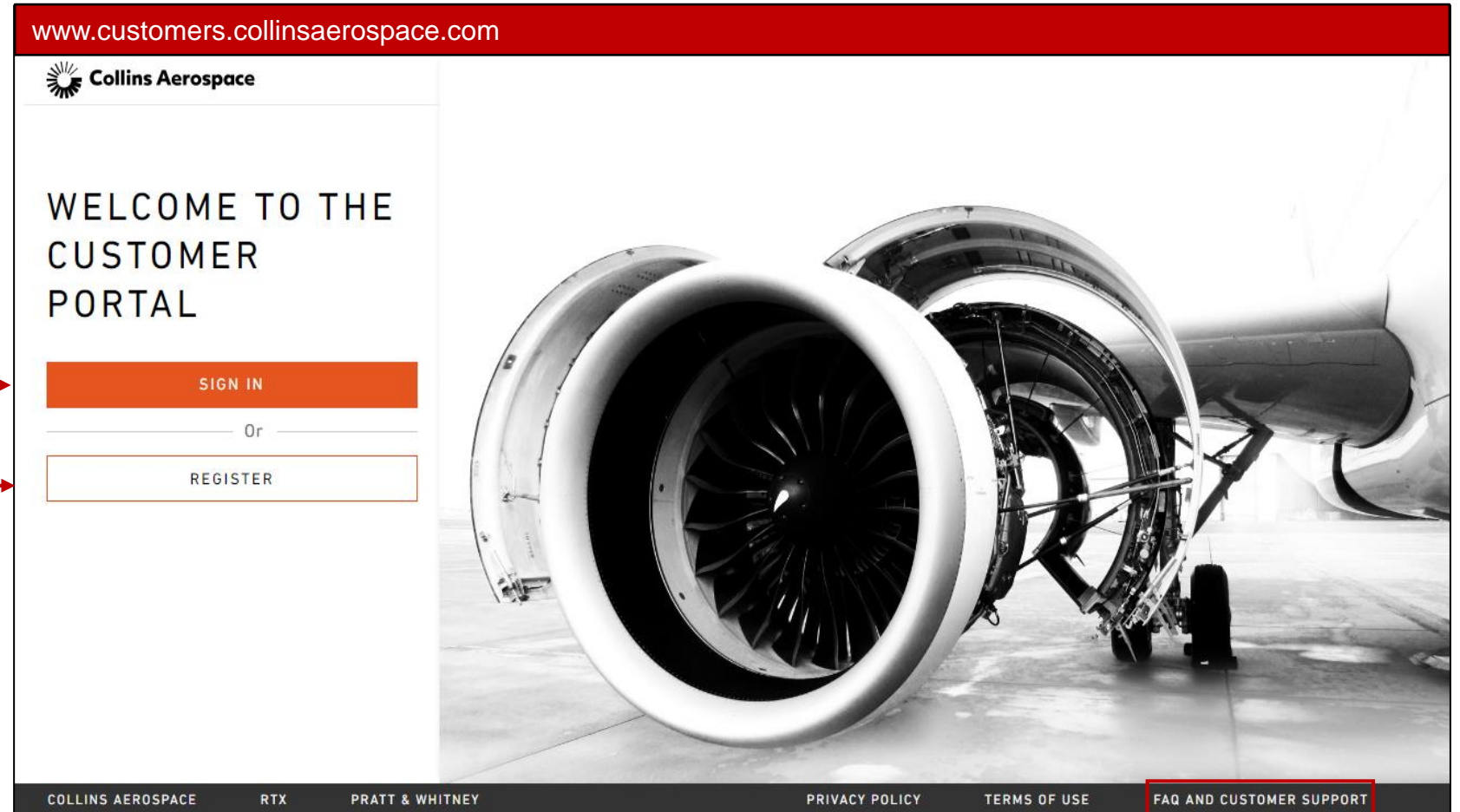
## Technical Publication Search & Navigation

**NOTE:** This website is intended for the use of our established customers.

Login to your **Collins Portal** account to **see more information** tailored to your company.

If you do not have an account, click the **Register** button to gain access.

Instructions can be found here or in the **FAQ and Customer Support** page.



# DASHBOARD

## Technical Publication Search & Navigation

Once signed into your account, you will be directed to the Dashboard page. Here you can view your 3 most recent orders and search for technical publications. You can also access the **My Publications** page to view your Technical Publications library.

The screenshot shows the Collins Aerospace Dashboard with several key elements and annotations:

- Navigation Menu:** Includes Dashboard, Spares, Repairs, Quotes, Tech Requests, and My Publications. The My Publications link is highlighted with a red box and an arrow pointing to the text: "Click here to view pending and approved technical publication requests."
- Search Bar:** Contains a search input field with the placeholder text "Enter up to 5 part #'s separated by co" and a search icon. A red box above it says: "Enter a publication number, part number, aircraft, or engine here."
- Search Type Selection:** A drop-down menu is open, showing options: Technical Publications (selected), Spare Parts Search, Repair Capability Search, and Technical Publications. A red box points to it with the text: "Use the drop-down menu to select the type of search you wish to execute (Technical Publications Search)."
- Dashboard Content:**
  - Spare Orders:** A table with columns for Order Date, PO Number, and status. Three entries are shown, all with status "In Process".
  - Repair Orders:** A table with columns for Order Date, PO Number, and status. Three entries are shown with statuses "Quote Ready", "Processing Rejection", and "Exchanged".
  - Requested Quotes:** A table with columns for Part Number and status. Three entries are shown, all with status "Pending".

Enter a single Publication Number, Part Number, Aircraft, Engine, or enter at least 3 characters to execute a wildcard search.

Example: 74-1004

**Note:** For wildcard searches, a maximum of 10 results will be returned. You may need to refine your search if it is too broad.

# SEARCH RESULTS

## Technical Publication Search & Navigation

Click here to **clear your filter** and return to the full search results.

To narrow your search results, **filter** using any of the attribute fields

**Part not found** displays "No Technical Publications matching the search criteria found!"

3 Results for "74-1004", viewing items 1 to 3

Narrow Your Results

Clear Filters

PartNumber

976J889-4 (2)

976J889-6 (1)

Doc Type

CMM (1)

SB (2)

Application

Sort by : Publication Number- Descending

Sort Results

Publication	Type	Part Numbers	Application	Title	Engine	Location Cage Code	
74-1004-300	SB	976J889-4 976J889-5				Rkfd 99167	Request Access
74-1004	SB	976J889-4 976J889-5				Rkfd 99167	Check Request Status
24-21-53	CMM	976J889-5 976J889-6				Rkfd 99167	View Details

To access a publication, click the **Request Access** button for each document needed.

**Check Request Status** will navigate you to top section of my publications page.

The **View Details** option will display for all documents you currently have access to.

# MY PUBLICATIONS

## Technical Publication Search & Navigation

Here you can see the **status and details** for all **pending document requests**.

**NOTE:** Granted or Denied request status will display for 30 days.

You can **search and filter** all **approved publications** assigned to your account.

All approved publications assigned to your account will appear in this list. **Click on the Publication number link** to view the document details.

“**Favorites**” can be identified for frequently used documents for easy access.

The screenshot displays the 'My Publications' interface. At the top, there is a table with the following data:

Publication #/ Request Date	Doc Type	Part #	Status
24-21-53 26 MAY 2023	CMM	976J889-5, 976J889-6	GRANTED
74-1004 26 MAY 2023	SB	976J889-4, 976J889-5	REQUESTED

Below the table is a 'Filter Publications' section with three filters: 'Contains' (text input), 'Doc Type' (dropdown menu), and 'Is Favorite' (dropdown menu). There are buttons for 'Search', 'Clear Filters', and 'Download results as Excel'.

At the bottom, there is a 'Favorites' table with the following data:

Favorites Icon	Publication #	Doc Type	Rev Date	Rev Number	Application	Part #	Subscription End Date
<input checked="" type="checkbox"/>	<a href="#">21-51-05</a>	OHM					

Red boxes highlight the 'Favorites' icon and the '21-51-05' link in the Favorites table. A red arrow points from the text '“Favorites” can be identified...' to the 'Favorites' icon. A red bracket on the left side of the screenshot encompasses the filter section and the Favorites table.

# MY PUBLICATIONS DETAILS

## Technical Publication Search & Navigation

After clicking the **publication number link** in the document library, the publications detail page is displayed. Here you can **view and download the details** of the selected publication.

**Related publications** will be listed here. An active link to view details of the document will display if you **are authorized** to view it.

If you are **not authorized** to view the publication listed, **you can click here to search and request access to the publication.**

**Technical Publications**

**Document Identification**

Publication #

Doc Type

Revision Date

Revision #

**Detail**

Title / Equipment

Application(s)

Associated Part Numbers

Engine(s)

Model(s)

**Associated Publications**

SB, SB

SB, SB Perform Search for this Publication

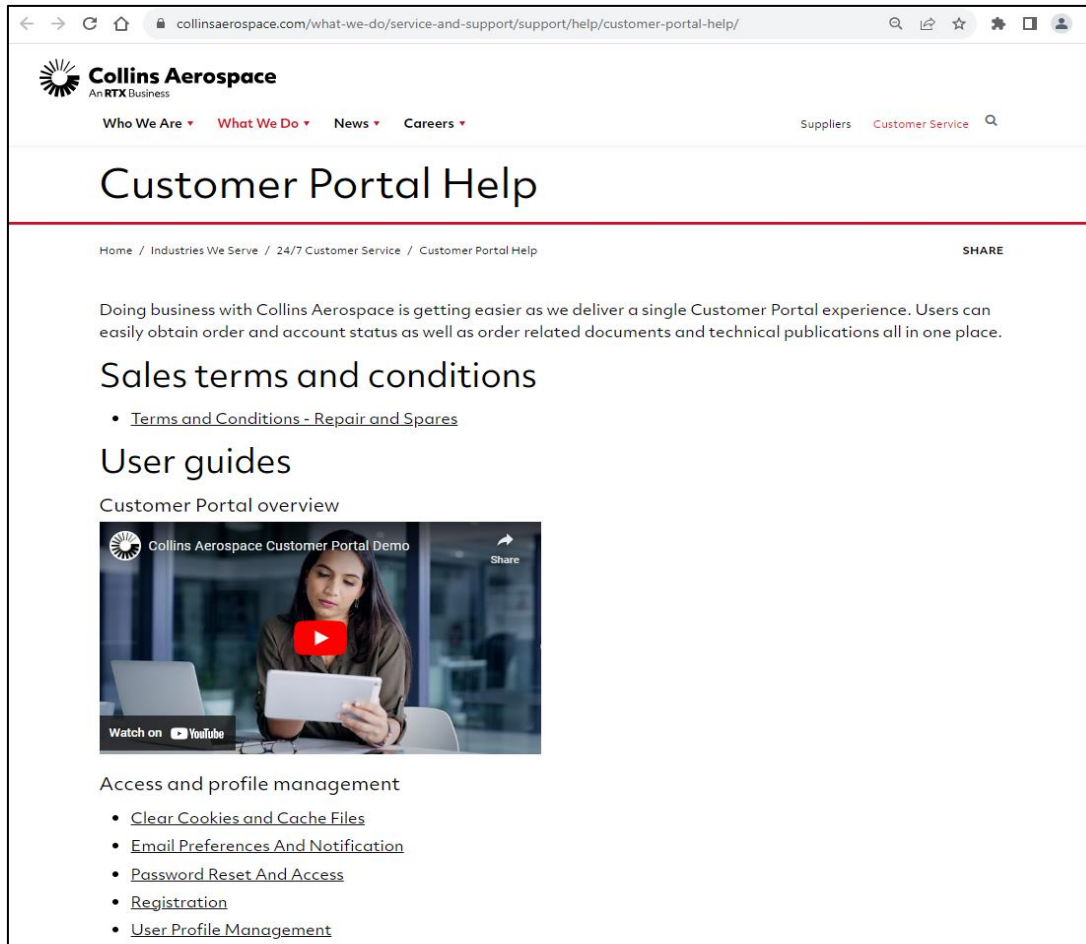
Renew Download

Click here to download the publication.

The "Renew" button will display ONLY for publications that are due to expire within 30 days.

# CONTACTS

## Technical Publication Search & Navigation



Customer Portal Support Team Email:

[customer.portal@collins.com](mailto:customer.portal@collins.com)

For 24/7 global AOG please contact:

1-877-808-7575 (within U.S.)

1-860-654-2500 (outside U.S.)

Collins Customer Portal FAQ and Support:

<https://www.collinsaerospace.com/support/help/Customer-portal-help>

Collins Technical Publications Contacts:

<https://www.collinsaerospace.com/what-we-do/service-and-support/technical-publications>



THANK YOU

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**Collins Aerospace**  
An RTX Business