New IHS Haystack Gold FAQs based on Customer First surveys

• How can I find out what an acronym means?
  o There are several ways to look up a definition for an acronym. You can:
    – Use the Glossary in the User Guide (About > Glossary and Database Description Guide)
    – Click on any of the underlined acronyms in a results list
    – Use the Acronym Search feature (Databases > Acronym Search)

• How do I get my Expanded Supplier Profile information updated?
  o To update your company information, go to http://www.ihs.com/contact/support.htm to contact IHS Support and provide them with the changes to your profile.

• How do I update my inventory listing?
  o To update your inventory listing, contact IHS at SDM1@ihs.com and provide the following information:
    1. CAGE Code and IHS Account Number.
    2. Parts list in Excel, CSV, or text format. (If the file is large, please create a compressed .zip file.)
    3. Part Number or NSN (preferably both).
    4. Part or Item Description.

• How can I search on a list of multiple part numbers or NSNs?
  o You can do a search on several parts or NSNs all at once by using the BatchPlus feature. A tutorial on this tool can be found under the About menu, BatchPlus Guide and Tutorial. You can also search up to ten (10) NSN/NIINs or part numbers by separating each term with a semi-colon.

• Is Haystack training available?
  o IHS provides live training sessions from professional Haystack subject matter experts. To attend a training session, go to http://global.ihs.com/news/temp/IHS-Training/haystack-training.htm and select a session time that is convenient for you.
• Is there a way to find out the country of origination for an NSN?
  o The fifth and sixth digits of an NSN (or the first 2 digits of a NIIN) represent the
    Country of Origin Code and signify the country that assigned the NSN. To view a
    listing of the Country Codes, open the online Help from the About drop-down menu,
    click on the Search button and enter country codes. The Country Code topic
    identifies the country number and country of origination. You can also click on the
    Country of Origin Code link on the details summary screen to view a listing of the
    codes.

  Example:

  ![NSN Details/Summary](image)

• What do the red, green and yellow squares on a results list indicate?
  o The red square next to a NIIN indicates that this NIIN is inactive or historical and is
    no longer supported by the National Codification Bureau. The green square indicates
    that the NIIN, part number or other field in which it appears is considered a design
    and/or source control reference for a specification, standard part, type, or similar
    reference for this item. The yellow square indicates that the item has been cancelled
    as obsolete or superseded.

• Once I have completed my research within Haystack and have identified the part(s) I
  need, is there a way I can order the part(s) directly within Haystack?
  o IHS has recently added an integration between Haystack Gold and the ISO Group
    which will provide you with the tools necessary to complete the sales cycle by
    providing you the ability to research, locate, order and have the parts inspected,
    packaged and shipped directly to you all within the Haystack interface. To order a
    part within Haystack, click on the link to request a quote from ISO group on the
    details/summary screen, or click on the ISO Group icon located on the FLIS results
    screen.

• What does it mean when my results list shows items that are highlighted/shaded in pink?
  o Items that are non-procurable, based on ISC Code, are highlighted in pink in the
    FLIS results screen.

• How do I include my search terms on a Batch report?
  o To include the search terms used when you perform a batch, select the Include my
    search terms in the report checkbox, which is found in the Search Options section of
    the Batch Settings screen. (Go to Reports > Batch Setup to view this screen.)
• What does the acronym PC represent?
  * PC stands for Phrase Code, which is a code assigned to a phrase used in the management data list to denote changes and/or relationships between National Stock Numbers and Reference Data, e.g. Technical Document Number, Quantitative Expression etc. You can view a definition of the Phrase Codes available in Haystack by going to **Databases > Acronym Search**, and then enter PC.

• What are cFolders?
  * cFolders (Collaboration Folders) is an SAP web-based application that DLA uses to house technical documentation associated to open solicitations. In IHS Haystack Gold, a link to cFolders is found in the Government Solicitations database on the Solicitation overview screen, if a link is available. This link goes to technical documentation packages available from the DLA Internet Bid Board System (DIBBS). These technical documentation packages can include additional material, such as manufacturer’s drawings. **Note:** You must have an active DIBBS account to use this link. For further information on accessing cFolders, please visit https://www.dibbs.bsm.dla.mil/Refs/TechData/.

• What is the difference between the Quick Report and Tailor Report options?
  * A Quick Report displays a default FLIS report for the NIIN you selected and it is also available as a PDF. If you select to view a PDF, you can save a copy of the report to your desktop, print it, or email it to someone using the Adobe Acrobat Reader menu options. Tailor Report allows you to “tailor” the output of the report with a title, description, output name, and output format or use an existing format you have already created. You may also create a custom output format, or select from a variety of pre-defined report formats.

• What does the ML-C price indicate?
  * The Management-List Consolidated (ML-C) is a consolidated, cumulative listing of National Stock Numbers for all branches of the armed services. The ML-C is a tool used for determining management data applicable to items used or managed by other military activities. ML-C Price represents the cost of an item for the quantity shown by the unit of issue code, or price per unit.

• How do I subscribe to Haystack Gold?
your information online. An IHS Representative will contact you and provide you with information on Haystack pricing, content, and any other questions you may have.

- **How do I know if the information is current in Haystack?**
  - Haystack database status can be found under **Databases > Database Status**. This listing shows the date of the latest updates for the major databases in Haystack Gold.

- **What are Preamble Footnotes?**
  - Found in the QPD database, these are actually two links that go to different information on the same screen. The Preamble link goes to a preliminary statement or introduction of the QPD document to explain the purpose of the document. The Footnotes link goes to the section that lists the products that have been qualified under the requirements for the product as specified in the latest effective issue of the applicable specification.

- **Do I have to register as a user to access Haystack from the Engineering Resource Center (ERC)?**
  - You do not have to register unless your assigned account number prompts you to do so. If you are prompted, it indicates that your user account is also available for accessing IHS Standards Expert, which uses unique user information to manage your Watch Lists, Favorites, purchases and collection subscriptions. If you use the links within Haystack that access IHS Standards Expert, such as CTDF/PID links, then you need to register as a unique user.