


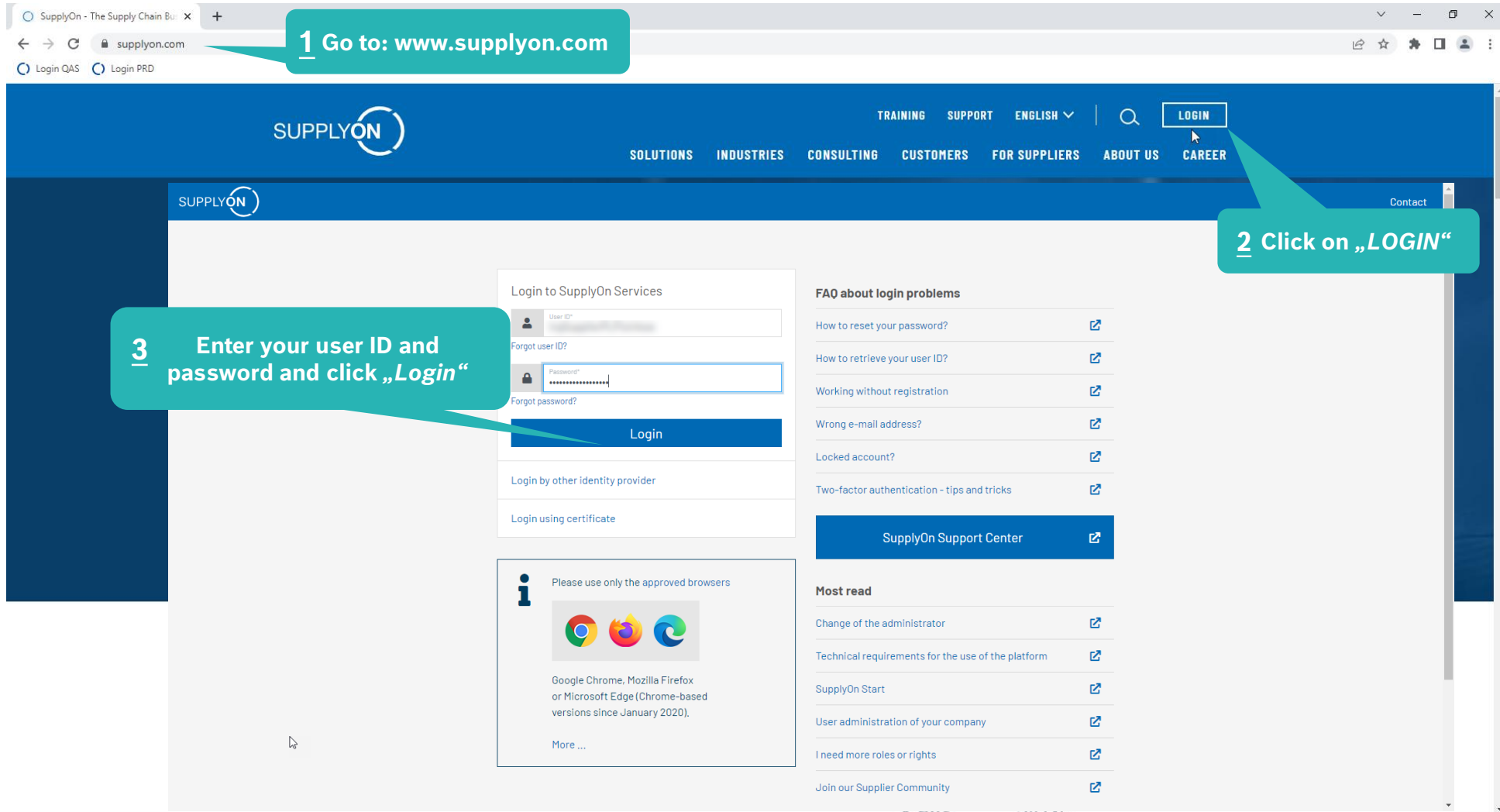


# Click Guide

WEB\_ASN\_PACK\_2\_EN




# Login

-  Main Step
-  Optional/Conditional Step
-  Further details/information



The screenshot shows the SupplyOn login page. The browser address bar displays 'supplyon.com'. The page header includes the SupplyOn logo and navigation links: SOLUTIONS, INDUSTRIES, CONSULTING, CUSTOMERS, FOR SUPPLIERS, ABOUT US, CAREER, and a LOGIN button. The main content area features a login form titled 'Login to SupplyOn Services' with fields for 'User ID\*' and 'Password\*', a 'Login' button, and links for 'Forgot user ID?' and 'Forgot password?'. Below the form are options for 'Login by other identity provider' and 'Login using certificate'. A warning box states: 'Please use only the approved browsers' and lists 'Google Chrome, Mozilla Firefox or Microsoft Edge (Chrome-based versions since January 2020)'. To the right, there is a 'FAQ about login problems' section with links for 'How to reset your password?', 'How to retrieve your user ID?', 'Working without registration', 'Wrong e-mail address?', 'Locked account?', and 'Two-factor authentication - tips and tricks'. A 'SupplyOn Support Center' button is also present. A 'Most read' section lists various articles like 'Change of the administrator', 'Technical requirements for the use of the platform', 'SupplyOn Start', 'User administration of your company', 'I need more roles or rights', and 'Join our Supplier Community'. Three callouts are overlaid on the page: 1. A teal callout pointing to the browser address bar with the text '1 Go to: www.supplyon.com'. 2. A teal callout pointing to the LOGIN button in the header with the text '2 Click on „LOGIN“'. 3. A teal callout pointing to the 'Login' button in the form with the text '3 Enter your user ID and password and click „Login“'.

# Supply Chain Collaboration

-  Main Step
-  Optional/Conditional Step
-  Further details/information



trg Supplier HU Sarvar  
trg Supplier HU Sarvar

 Home

 Interactive Tour

 Help for this page

Business Directory →



Find and edit the master data of your company.

Open

Document Management →



Receive and review important documents from your customers.


Open

Flexible Survey →




Find and edit surveys from your customers.

Open

 **Contact roles without contact assignment** 17

Please assign or create a contact to the missing contact roles available for your company.

 **Tips & tricks**

- Click on the SupplyOn logo to return to this home page.
- Under the entry "More" you will find supplementary and helpful sections.

Sourcing →

0

Requests due within 7 days

0

Open requests

0

Published auctions activated within 7 days

Supply Chain Collaboration →



Manage the supply chain and invoicing processes together with your customers.

Open

**4** Click on open or on the arrow to open the module „Supply Chain Collaboration“

# Create FPA

- Main Step
- Optional/Conditional Step
- Further details/information

SUPPLYON QAS/PrePRD SupplyOn Services ▾ News Administration ▾ More ▾ trg Supplier HU Sarvar - HU Sarvar trg Supplier Log Out

Supply Chain Collaboration

Dashboard  
Demand ▾  
Planning ▾  
Delivery ▾  
Monitoring ▾  
Invoicing ▾  
  
Issue Center  
  
Settings & Master Data  
Help for this page

SupplyOn > Supply Chain Collaboration > Dashboard Last refresh 2 minutes ago Alerts Edit dashboard

**0** Orders to be confirmed

**0** Unread orders

**Confirmation status**

Dated	0
Partly confirmed	0
Open	0

[Edit confirmations](#)

**0** Scheduling Agreements to be confirmed

**0** Unread Scheduling Agreements

**Confirmation status**

Dated	0
Partly confirmed	0
Open	0

[Edit confirmations](#)

**0** Current new Delivery Instructions

**0** Current new Delivery Forecasts

**Delivery Call-Offs** →

**0** Current new Delivery Call-Offs

**Alerts** →

**1** Total New Alerts

**Type**

Inventory Alerts	0
FPA/ASN Alerts	0
Material Status Alerts	0
Demand Alerts	1

**Invoicing** →

**0** Total Billable Items

**Billable Item Status**

Billable Items Due	0
--------------------	---

**Forwarder Pickup Advice** →

**36** FPA Creation Due

**11** Pending FPA

**Due Deliveries**

Overdue	36
Due Today	0
Due Next 7 Days	0

[Create FPA](#)

FPA overview (All)

**5** Click „Create FPA“ to start transport assignment

Internal C-SC1 | GS/OSD3-EMEA21 | 2025-10-30

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# Select plant and create FPA

- Main Step
- Optional/Conditional Step
- Further details/information




"DEM" indicates the dummy demands. Select this line/click on the blue number to create an FPA with a dummy material.

Make sure the filter „Advanced Search“ is set correctly

**6** Number of due delivery lines where an FPA is required. Click on the blue number to open the overview of these lines.

Number of due deliveries lines available for extra shipments. Click on the blue number to open the overview of these lines.

# Select Due Deliveries Line(s)

-  Main Step
-  Optional/Conditional Step
-  Further details/information



## Supply Chain Collaboration

Dashboard

- Demand ▾
- Planning ▾
- Delivery ▾
- Monitoring ▾
- Invoicing ▾

Issue Center

Settings & Master Data

Help for this page



8 Click on „Create FPA“

### Due Deliveries

+ Create FPA

Delivered outside SupplyOn

Download ▾

1 row selected

Search

Advanced search

View

	Material (Customer)	Material Descr. (Customer)	Site code (...)	Ship-to site	Ship-to	Unloading point...	Delivery date	Delivery date (user's ti...	Pickup date	Pick
<input checked="" type="checkbox"/>	1271032586	Stiftmodull iTDG-1-8.2	trg6580		Robert Bosc...	HUA05				
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05				
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/04/24, 23:59	2023/04/24, 23:59	2023/04/20, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/04/30, 23:59	2023/04/30, 23:59	2023/04/26, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/05/08, 23:59	2023/05/08, 23:59	2023/05/04, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/05/15, 23:59	2023/05/15, 23:59	2023/05/11, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/05/22, 23:59	2023/05/22, 23:59	2023/05/17, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/05/30, 23:59	2023/05/30, 23:59	2023/05/25, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/06/06, 23:59	2023/06/06, 23:59	2023/06/02, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/06/13, 23:59	2023/06/13, 23:59	2023/06/09, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/06/20, 23:59	2023/06/20, 23:59	2023/06/16, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/06/28, 23:59	2023/06/28, 23:59	2023/06/26, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/07/05, 23:59	2023/07/05, 23:59	2023/07/03, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/07/12, 23:59	2023/07/12, 23:59	2023/07/10, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/07/19, 23:59	2023/07/19, 23:59	2023/07/17, 07:00	2
<input type="checkbox"/>	1271031112	RubberTest8.2	trg6580		Robert Bosc...	HUA05	2023/07/26, 23:59	2023/07/26, 23:59	2023/07/24, 07:00	2

7 Select the line(s) to be delivered

Rows per page: Auto

1-16 of 53

Navigation icons

# Select FPA Positions

- Main Step
- Optional/Conditional Step
- Further details/information

My SupplyOn > Supply Chain Collaboration > Create FPA

Interactive Tours Contact | Help for this page | Print

Data was saved successfully

FPA No. 444993 FPA date 15.09.25

Customer: trg Robert Bosch Elektronika Gyarto Ship-to-Location: trg6580 / Robert Bosch Ele

Shipping Notification Status: Pending Inloading Point (Ship-to): HU805

**Select FPA Positions** Enter Additional Data Enter Packing data Manage Documents Complete FPA Transport References

Default View Manage View

Line	Del. Note No.	Del. Note Pos.	Material (Customer)	Material (Supplier)	Pickup Date	FPA Creation Due D...	FPA Quantity	Proposed Quantity	Delivery Quantity	UoM	Warning	Pack. Data Status	Pack.Mat. Details	Packing Profile
1		010	1271032586		29.08.25 00:00	28.08.25 23:59	0	76 032	76 032	EA		■	Details	Pallet

Packaging Data Status is red, it will turn into green once the packaging data is created.

Existing Packing Profile

If no Packing Profile exists, the automatic packing calculation (Step 9) wouldn't be possible, in this case you can enter the Packing Material Data manually by clicking "Details".

## 9 Calculate automatically the packing

Further due deliveries (material(s)) could be added

Extra Shipment

Due Del. in Status "FPA exists"

Due Del. in Status "FPA required"

Complete Due Del. List

**Calculate Packing**

Add New Line Copy Line Delete Line Create One-Level Packing

1 entry: Select all matches Clear selection

Entries per page 20

Close Save Draft Validate Container Pre-Booking List

# Optional: Enter Packing Material Details Manually

- Main Step
- Optional/Conditional Step
- Further details/information

SUPPLYON  
QAS/PrePRDtrg Supplier HU Sarvar - HU Sarvar Trg Supplier  
Log OutSupplyOn Services ▾ News Administration ▾ More ▾

No existing packing profile:

Pack.Mat. Details	Packing Profile
Details	<manual data entry>

My SupplyOn > Supply Chain Collaboration > Create FPA

FPA No. 444993 FPA date 15.09.25 Shipping Notification Status: Pending  
Customer: trg Robert Bosch Elektronika Gyarto Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft. Unloading Point (Ship-to): HUA05

Select FPA Positions Enter Additional Data Enter Packing data Manage Documents Complete FPA Transport References

Default View Manage View

Line	Del. Note No.	Del. Note Pos.	Material (Customer)	Material (Supplier)	Pickup Date	FPA Creation Due D...	FPA Quantity	Proposed Quantity	Delivery Quantity	UoM	Warning	Pack. Data Status	Pack.Mat. Details	Packing Profile
1		010	1271032586		29.08.25 00:00	28.08.25 23:59	0	76 032	76 032	EA			Details	Pallet

**11** Enter the amount of packing material, then the quantity per packing will be calculated automatically

Packing Material Details (Single and Auxiliary Packs)

Material (Customer): 1271032586 Del. Note No.: 010  
Delivery Qty.: 76032 Packed Quantity: 76032 Completely packed: ✓

Default View Manage View

Pack.Mat.No. (Cust.)	Pack.Mat.Descr. (Cust.)	Amount of Pack.Mat.	Qty. per Pack.	One Level Pack.	Label Ident	Label No. From	Pack.Mat.No. (Supplier)	Pack.Mat.Descr. (Supp.)	Loading Type
6000101033	Pallet	1	76032	<input checked="" type="checkbox"/>	S	6042			On Top

**10** Choose the packing material

**12** Generate the Label Numbers

**13** „Save and Close“




Label N° could be either generated automatically (step 12) or entered manually

In case you are using Gitterbox please make sure to mark the checkbox

Save and Close Add New Line Copy Line Delete Line Generate Label Numbers

1 entry: Select all matches Clear selection Entries per page 10 First Previous Page 1 of 1 Next Last

# Optional Step: Enter Additional Data

-  Main Step
-  Optional/Conditional Step
-  Further details/information

My SupplyOn > Supply Chain Collaboration > Create FPA

Interactive Tours Contact | Help for this page | Print

FPA No. 444993 FPA date 15.09.25 Shipping Notification Status: Pending  
Customer: trg Robert Bosch Elektronika Gyarto Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft. Unloading Point (Ship-to): HUA05

- Select FPA Positions
- Enter Additional Data**
- Enter Packing data
- Manage Documents
- Complete FPA
- Transport References

Default View Manage View Reset all Filters

Line	Material (Customer)	Material (Supplier)	Delivery Quan...	UoM	MIN Danger Code	RoHS Compliance	Country of Origin	Software Revision	Hardware Revision	Material Number (Manu...	Manufacturer DUNS N...	Free Text	Customs Document ...
1	1271032586		76 032	EA									

Go to "Enter Additional Data" to add further information regarding the material if needed. If so the Bosch plant will indicate which fields should contain information

1 entry: Entries per page 20 First Previous Page 1 of 1 Next Last

- Close
- Save Draft
- Validate
- Container Pre-Booking List
- Print
- Send

# Optional: Enter Packing Material Details Manually

- Main Step
- Optional/Conditional Step
- Further details/information

My SupplyOn > Supply Chain Collaboration > Create FPA

Shipping Notification Status: Pending  
Unloading Point (Ship-to): HUA05

trg Supplier HU Sarvar - HU Sarvar trg Supplier  
Log Out

SupplyOn QAS/PrePRO SupplyOn Services News Administration

FPA No. 444993 Customer: trg Robert Bosch Elektronika Gyarto

Select FPA Positions Enter Additional Data **Enter Packing data** Manage Documents Complete FPA Transport References

Handling Units

Default View Manage View

HU Pack.Mat No. (Cu...	HU Gross ...	Length HU...	Width ...	Height HU(...	Label No. HU	Loading Type
4420 Box 60x40x30		4420 Box 60x40x30			6043	On Top

4420 Box 60x40x30  
6000101033 Pallet  
6000515091 molded containe  
6000610166 Plastic lid  
6099101208 pallet cover

HU Functions  
Create HU  
Copy HU  
Delete HU

Not assigned Packing Material / Single Packs

Default View Manage View

Pack. Mat. Details	One Level Pack.	Del. Note No.	Del. Note ...	Material (Customer)	Pack.Mat.No. (Cu...	Pack.Mat.Descr. (...	Label Ident
			010	1271032586	6000101033	Pallet	S

SP Functions  
<< Assign  
Remove >>  
Split  
Delete SP

1 entry: Entries per page 20 Page 1 of 1 Next Last

Assigned Pack. Material / Single Packs for selected HU Line 6043

Default View Manage View

Pack. Mat. Details	One Level Pack.	Del. Note No.	Del. Note ...	Material (Customer)	Pack.Mat.No. (Cu...	Pack.Mat.Descr. (...	Label Ident
--------------------	-----------------	---------------	---------------	---------------------	---------------------	----------------------	-------------

0 entries: Entries per page 20 Page 1 of 1 Next Last

Close Save Draft Validate Container Pre-Booking List

1 entry: Entries per page 20 Page 1 of 1 Next Last Print Send

Create the outer packaging, and assign the single packs. This step is only needed when the used material reference **does not** have Packing Profile

14 Create the handling units needed for the packing and select the relevant HU Packing material number

# Optional: Enter Packing Material Details Manually

- Main Step
- Optional/Conditional Step
- Further details/information



My SupplyOn > Supply Chain Collaboration > Create FPA

FPA No. 444993  
Customer: trg Robert Bosch Elektronika Gyarto  
Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft.

Select FPA Positions | Enter Additional Data | **Enter Packing data** | Manage Documents | Complete FPA | Transport References

Handling Units

HU Pack.Mat.No. (Cust.)	HU Gross ...	Length HU...	Width ...	Height HU(...)	Label No. HU	Loading Type
6000610166		60	40	1,9	6043	Unknown

**16** Assign the packing material/single packs to the handling unit(s) and click on „Validate”

1 entry: Entries per page 20

Assigned Pack. Material / Single Packs for selected HU Line 6043

Pack. Mat. Details	One Level Pack.	Del. Note No.	Del. Note ...	Material (Customer)	Pack.Mat.No. (Cu...	Pack.Mat.Descr. (...)	Label Ident
--------------------	-----------------	---------------	---------------	---------------------	---------------------	-----------------------	-------------

0 entries: Entries per page 20

Buttons: Close, Save Draft, Validate, Container Pre-Booking List

Create the outer packaging, and assign the single packs. This step is only needed when the used material reference **does not** have Packing Profile

**15** Mark the checkbox of the single pack line

HU Functions  
Create HU  
Copy HU  
Delete HU




Not assigned Packing Material / Single Packs

Pack. Mat. Details	One Level Pack.	Del. Note No.	Del. Note ...	Material (Customer)	Pack.Mat.No. (Cu...	Pack.Mat.Descr. (...)	Label Ident
<input checked="" type="checkbox"/>	<input type="checkbox"/>		010	1271032586	6000101033	Pallet	S

SP Functions  
<< Assign  
Remove >>  
Split  
Delete SP

You can split the packing material if needed

# Conditional Step: Upload a Document

-  Main Step
-  Optional/Conditional Step
-  Further details/information

**SUPPLY ON** OAS/PrePRD | **SupplyOn Services** | News | Administration | More | trg Supplier HU Sarvar - HU Sarvar trg Supplier Log Out

My SupplyOn > Supply Chain Collaboration > Create FPA

**Data was saved successfully**

FPA No. 444993 | FPA date 15.09.25 | Shipping Notification Status: Pending  
Customer: trg Robert Bosch Elektronika Gyarto | Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft. | Unloading Point (Ship-to): HUA05

Select FPA Positions | Enter Additional Data | Enter Packing data | **Manage Documents** | Complete FPA | Transport References

**1** Go to „Manage Documents“

**2** Click on „Upload and Assign“

**3** Click Browse to open your explorer

**4** Select a document

**5** Click on „Open“

Upload and Assign Document

1. Upload Documents

For better performance, please only upload up to 10 files at once.

Drag and Drop or Browse \*

Maximum File Size: 10.5 MB, Supported File Types: PDF, XLS, XLSX, JPG, JPEG

Assign Up

Uploaded

Document

Assign

File name: Delivery Note.pdf | Custom Files (\*.pdf;\*.xls;\*.xlsx;\*.j... | Open | Cancel

Close | Save Draft | Validate | Container Pre-Booking List | Print | Send

# Conditional Step: Classify a Document

- Main Step
- Optional/Conditional Step
- Further details/information

SUPPLYON QAS/PrePRD | SupplyOn Services | News | Administration | More | 7 | trg Supplier HU Sarvar - HU Sarvar trg Supplier | Log Out

My SupplyOn > Supply Chain Collaboration > Create FPA | Interactive Tours | Contact | Help for this page | Print

Data was saved successfully

FPA No. 4449 | Customer: trg R

Select FPA Positions

Upload and Assign

Document Type

## Upload and Assign Document

\* Marked field | Document was successfully assigned. ✕

### 1. Upload Documents

For better performance, please only upload up to 10 files at once.

Drag and Drop or Browse \*

Maximum File Size: 10.5 MB, Supported File Types: PDF, XLS, XLSX, JPG, JPEG

✓ Delivery note SON0044933.pdf (13.3 kB) Assigned ✕

### Assign Uploaded Documents

Assign all documents step by step by selecting each uploaded document.

Uploaded Documents\*  
(1) Delivery note SON0044933.pdf ✓ ▾

Document Type\*  
DN1, Delivery note 1 ✓ ▾

**7** Choose the document type from the drop-down menu

**6** Assign the Document

**8** "Confirm" to upload the document

Close | Confirm | Save Draft | Validate | Print | Send

# Check the data and validate FPA

- Main Step
- Optional/Conditional Step
- Further details/information



My SupplyOn > Supply Chain Collaboration > Create FPA

Interactive Tours Contact | Help for this page | Print

Data was saved successfully

FPA No. 444993 FPA date 15.09.25 Shipping Notification Status: Pending  
Customer: trg Robert Bosch Elektronika Gyarto Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft. Unloading Point (Ship-to): HUA05

- Select FPA Positions
- Enter Additional Data
- Enter Packing data
- Manage Documents
- Complete FPA**
- Transport References

## General

Ship-from Location: **trg Supplier HU Sarvar** Ship-to: **Robert Bosch Elektronika Kft.**  
Ship-from Address: **HU - 9600 Sarvar - Training street 1** Ship-to address: **HU - 3000 Hatvan - Robert Bosch**  
Pickup Date: **16.09.25** Time from: 08:00 to: 17:00  
Incoterms Code: **FCA - Free Carrier**  
Incoterms Text: **Free Carrier**  
Transport Type: **Road Transport**  
Means of Transport:  
Tracking ID:  
Reference ID for Means of Transport:  
Carrier: **[Enter Carrier Address]**  
Free Text (for Carrier):  
TO Number: **SON0000444993**  
Transport Number:

Route Name: **NO ROUTE FOUND**  
Volume (total Delivery): **0,144 m<sup>3</sup>**  
Loading Length (total Delivery): **LM**  
Hazardous goods:  
Gross Weight (total Delivery):  
Net Weight (total Delivery):

When the used material reference **does not** have Packing Profile you have to input the HU details manually. If you packed the material with „Calculate Packing” the system prefilled this data already.

Check the stackability

Default View Manage View ▾

Line	Amount HU	Pack. Type HU	Weight HU Pos.(kg)	Length HU(cm)	Width HU(cm)	Height HU(cm)	Exchangeable	Hazard. Goods	Stacking Factor	Volume HU Pos.(m <sup>3</sup> )	Load Length HU Pos
1	1	Pallet	1 923,8	120	80	15			1	0,144	

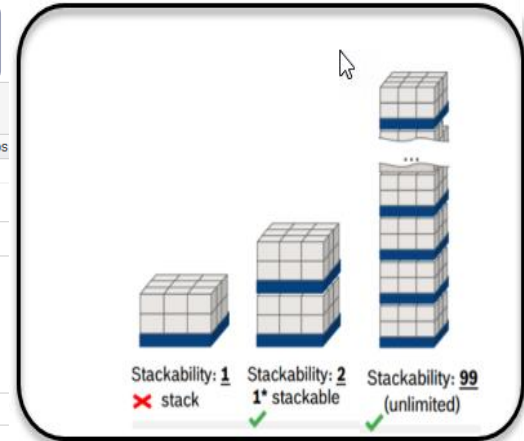
Add HU line Delete HU line(s) Edit Pack. Material (Single and Aux. Pack)

1 entry: Select all matches Clear: etc.

Entries per page 20 ▾

17 „Validate“ the data

Close Save Draft **Validate** Container Pre-Booking List



# Print the Transport Label and send FPA

- Main Step
- Optional/Conditional Step
- Further details/information

My SupplyOn > Supply Chain Collaboration > Create FPA

Interactive Tours Contact | [Help for this page](#) | Print

Data was saved successfully

FPA No. 444993 FPA date 15.09.25 Shipping Notification Status: Pending  
Customer: trg Robert Bosch Elektronika Gyarto Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft. Unloading Point (Ship-to): HUA05

- Select FPA Positions
- Enter Additional Data
- Enter Packing data
- Manage Documents
- Complete FPA**
- Transport References

## General

Ship-from Location:	trg Supplier HU Sarvar	Ship-to:	Robert Bosch Elektronika Kft.
Ship-from Address:	HU - 9600 Sarvar - Training street 1	Ship-to address:	HU - 3000 Hatvan - Robert Bosch ut 1 - 6580
Pickup Date:	16.09.25	Delivery Date:	16.09.25
Time from:	08:00	Time to:	17:00
Incoterms Code:	FCA - Free Carrier	Carrier Name:	
Incoterms Text:	Free Carrier	Driver Contact:	
Transport Type:	Road Transport	Free Text (from Carrier):	
Means of Transport:		Load number:	
Tracking ID:		Hazardous goods:	
Reference ID for Means of Transport:		Gross Weight (total Delivery):	
Carrier:	[Enter Carrier Address]	Net Weight (total Delivery):	
Free Text (for Carrier):			
TO Number:	SON000444993		
Transport Number:			

**18** Print the relevant label and „Send“ the FPA

Line	Amount HU	Pack. Type HU	Weight HU Pos.(kg)	Length HU(cm)	Width HU(cm)	Height HU(cm)	Exchangeable	Hazard. Goods	Stacking Factor	Volume HU Pos.(m³)	Load Length	Delivery note number HU
1	1	Pallet	1 923,8	120	80	15			1	0,144		

Add HU line Delete HU line(s) Edit Pack. Material (Single and Aux. Pack)

1 entry: Select all matches Clear selection Entries per page 20

- Close
- Save Draft
- Validate
- Container Pre-Booking List

- All
- Handling Unit Label
- Transport Label
- Package Label
- Shipping Order
- Shipping Order 2
- Delivery Note
- Despatch List
- Transport Data Sheet
- Transport Data Sheet 2
- Delivery Slip Supplier
- Kanban Card

Print selection

Configure print output formats

Print Send

These labels should be placed on the Handling units.





## CHECKLIST

### FPA



The FPA is sent successfully, a transport order (TO) is generated automatically in the transport management system and the pick-up is planned.

### ASN



ASN must be sent via SupplyOn after the collection is physically done to notify the pick-up.

# Create ASN

- Main Step
- Optional/Conditional Step
- Further details/information

SUPPLYON SupplyOn Services News Administration More trg Supplier HU Sarvar - HU Sarvar trg Supplier [Log Out](#)

Supply Chain Collaboration

Dashboard

- Demand
- Planning
- Delivery
- Monitoring
- Invoicing

Issue Center

Settings & Master Data  
Help for this page

SupplyOn > Supply Chain Collaboration > Dashboard Last refresh 0 minutes ago Alerts Edit dashboard

**0**  
Current new Delivery Call-Offs

**3**  
Total New Alerts

Type

Inventory Alerts	0
FPA/ASN Alerts	0
Material Status Alerts	0
Demand Alerts	3

**0**  
Total Billable Items

Billable Item Status

Billable Items Due	0
--------------------	---

**35**  
FPA Creation Due

**14**  
Pending FPA

Due Deliveries

Overdue	35
Due Today	0
Due Next 7 Days	0

[Create FPA](#)

**Advance Shipping Notice** →

**0** ANS Creation Due    **1** Pending ASN

**9** FPA "Sent" for ASN (Transport Management)

Due Deliveries

0
---

- Create ASN
- Create ASN based on FPA**
- Create ASN based on FPA Position
- Create ASN (Transportmanagement Bypass)

**VMI (IPR)** →

**0** Projected Stock: Inventory Alerts    **0** Actual Stock: Inventory Alerts

Material Situation at the end of today

Below Zero	0
Below Min Limit	0

**Kanban** →




0

Kanban Card Printed

Go to Supply Chain Collaboration

19 Click "Create ASN based on FPA" to start the ASN creation

# Select FPA and create ASN

-  Main Step
-  Optional/Conditional Step
-  Further details/information

My SupplyOn > Supply Chain Collaboration > FPA Overview

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TM Status ▾ equal to ▾ Success ▾ [Add line](#) | [Delete line](#)

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**FPA** [FPA Position\(s\)](#)

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<input type="checkbox"/>	Customer	Customer site	Ship-to site	Transportation Mo...	Unloading Point ...	Ship-To Address	Delivery Date/Time	Ship-from Location	Materi...	FPA No.	Source	FPA Status	Reopened ...	TM Status	ASN Status	ASN Date	Carrier Name	Change Timestamp ▾	At
<input checked="" type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	16.09.25 08:00-...	trg Supplier HU S...	✓	444993	Delivery Inst...	Sent		Success				15.09.25 15:18	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	11.09.25 08:00-1...	trg Supplier HU S...	✓	444545	Delivery Inst...	Sent		Success				10.09.25 13:57	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	08.09.25 08:00-1...	trg Supplier HU S...	✓	443976	Delivery Inst...	Sent		Success				05.09.25 12:02	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	07.08.25 08:00-...	trg Supplier HU S...	✓	441580	Delivery Inst...	Sent		Success				06.08.25 15:11	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	08.08.25 08:00-...	trg Supplier HU S...	✓	441579	Delivery Inst...	Sent		Success				06.08.25 15:10	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	06.08.25 08:00-...	trg Supplier HU S...	✓	441567	Delivery Inst...	Sent		Success				06.08.25 14:13	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	04.07.25 08:00-...	trg Supplier HU S...	✓	440418	Delivery Inst...	Sent		Success				24.07.25 11:35	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	15.05.25 08:00-...	trg Supplier HU S...	✓	432900	Delivery Inst...	Sent		Success				15.05.25 13:57	
<input type="checkbox"/>	trg Robert Bosc...	trgAE-6580-HivP	trgAE-6580-H...	Road Transport	HUA05	Robert Bosch Elek...	05.03.25 08:00-...	trg Supplier HU S...	✓	422327	Delivery Inst...	Sent		Success				05.03.25 11:55	

20 Select the FPA for which you want to create an ASN

21 Click on „Create ASN“




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0 matches of 36 entries

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# Enter the Delivery Note Number

-  **Main Step**
-  **Optional/Conditional Step**
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Go to „Manage Documents“ if you need to upload a document (same steps as in the FPA)

My SupplyOn > Supply Chain Collaboration > Create ASN

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ASN No. 444993 ASN Date 15.09.25 Shipping Notification Status: New  
FPA No.: 444993 FPA Date: 444993  
Customer: trg Robert Bosch Elektronika Gyarto Ship-to-Location: trg6580 / Robert Bosch Elektronika Kft. Unloading Point (Ship-to): HUA05

Select ASN Positions Enter Additional Data Enter Packing data Manage Documents Complete ASN Transport References

Default View Manage View

Reset all Filters

Line	Del. Note No.	Del. Note Pos.	Material (Customer)	ASN Creation Due ...	Proposed Quantity	Delivery Quantity	UoM	Warning	Pack. Data Status	Pack.Mat. Details	Packing Profile	Batch Number	Eng. Change Level	Order No.
1	DN 9867541	010	1271032586	29.08.25 00:00	76 032	76 032	EA			Details	Pallet			55284671/001

**22** Enter the delivery note number and if the ASN information should be updated e.G the delivered quantity differs from the original one please input the correct quantity

Add New Line Copy Line Delete Line Calculate Packing Create One-Level Packing

1 entry: Select all matches Clear selection

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Close Save Draft Validate

Print Send

# Validate and send the ASN

- Main Step
- Optional/Conditional Step
- Further details/information

My SupplyOn > Supply Chain Collaboration > Create ASN

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Data saved in session

ASN No.	444993	ASN Date	15.09.25	Shipping Notification Status:	New
FPA No.:	444993	FPA ID:	444993	Unloading Point (Ship-to):	HUA05
Customer:	trg Robert Bosch Elektronika Gyarto		Ship-to-Location:	trg6580 / Robert Bosch Elektronika Kft.	

- Select ASN Positions
- Enter Additional Data
- Enter Packing data
- Manage Documents
- Complete ASN**
- Transport References

General

Ship-from Location:	trg Supplier HU Sarvar	Ship-to:	Robert Bosch Elektronika Kft.
Ship-from Address:	HU - 9600 Sarvar - Training street 1	Ship-to address:	HU - 3000 Hatvan - Robert Bosch ut 1 - 6580
Pickup Date:	15.09.25	Delivery Date/Time:	16.09.25 08:00
Time:	from: 15:20 to: 17:00	Fixed Delivery Date:	<input type="checkbox"/>
Incoterms Code:	FCA - Free Carrier	Carrier Name:	
Incoterms Text:	Free Carrier	Driver Contact:	
Transport Type:	Road Transport	Free Text (from Carrier):	
Means of Transport:		Load number:	-1
Tracking ID:		Volume (total Delivery):	0,144 m <sup>3</sup>
Reference ID for Means of Transport:		Hazardous goods:	No
Carrier:	[Enter Carrier Address]	Gross Weight (total Delivery):	1923,8 kg
Free Text (for Carrier):		Net Weight (total Delivery):	1900,8 kg
TO Number:	SON0000444993	Transportation Cost Currency:	
Waybill Number:			
Equipment Type:			
Equipment Number:			
Transport Number:			

If the loaded goods differ from the FPA details, please modify them

24 Print out the labels and „Send“ out the ASN

Default View Manage View

Line	HU Pack.Mat.No. (Cust.)	HU Pack.Mat.Descr. (Cust.)	Amount HU	Pack. Type HU	Weight HU Pos.(kg)	Length HU(cm)	Width HU(cm)	Height HU(cm)	Hazard. Goods	Stacking Factor	Volume HU Pos.(m <sup>3</sup> )	UN Danger Code	DG Sub Class
1	6000101033	Pallet	1	Pallet	1 923,8	120	80	15	<input type="checkbox"/>	1	0,144		

Add HU line Delete HU line(s) Edit Pack. Material (Single and Aux. Pack)

1 entry: Select all matches Clear selection

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Close Save Draft Validate

23 „Validate“ the data

Print Send

# ASN overview

- Main Step
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**Advance Ship Notices** ASN Position(s)

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Reset all Filters

ASN No.	ASN Status	Delivery Date/Time	Customer	Shipping Point (Ship-...	FPA No.	FPA St...	Carrier Name	Material-based A...	Change Timestamp ▾	Requested Docume...	Attachments	Size of attachme...	Number of attach...
444993	Sent	17.09.25 08:00	trg Robert Bosch E...	HUA05	444993	ASN		✓	15.09.25 15:30			0	0
438264	Sent	04.07.25 08:00	trg Robert Bosch E...	HUA05	438264	ASN	trgAE-6580-HtVP	✓	03.07.25 11:42			0	0
436689	Sent	20.06.25 08:00	trg Robert Bosch E...	HUA05	436689	ASN	trgAE-6580-HtVP	✓	19.06.25 11:38			0	0
430935	Sent	25.04.25 08:00	trg Robert Bosch E...	HUA05	430935	ASN	trgAE-6580-HtVP	✓	24.04.25 15:42			0	0
12345678	Sent	10.03.25 08:00	trg Robert Bosch E...	HUA05			trgAE-6580-HtVP	✓				0	0
418372	Sent	22.01.25 08:00	trg Robert Bosch E...	HUA05	418372	ASN	trgAE-6580-HtVP	✓				0	0
415512	Sent	18.12.24 08:00	trg Robert Bosch E...	HUA05	415512	ASN	trgAE-6580-HtVP	✓				0	0
410677	Sent	25.10.24 08:00	trg Robert Bosch E...	HUA05	410677	ASN	trgAE-6580-HtVP	✓				0	0
405464	Pending	06.09.24 08:00	trg Robert Bosch E...	HUA05	405464	ASN	trgAE-6580-HtVP	✓	05.09.24 13:49			0	0
405390	Sent	07.09.24 08:00	trg Robert Bosch E...	HUA05	405390	ASN	trgAE-6580-HtVP	✓	04.09.24 19:24			0	0

The ASN is sent successfully

The FP Status is now changed to ASN, and herewith the ASN process is completed

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10 matches of 10 entries: [Select all matches](#) | [Clear selection](#)

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# Thank You