




Click Guide

WEB_FPA_nonMaterial_ASN_Material_Interconti_EN

Content

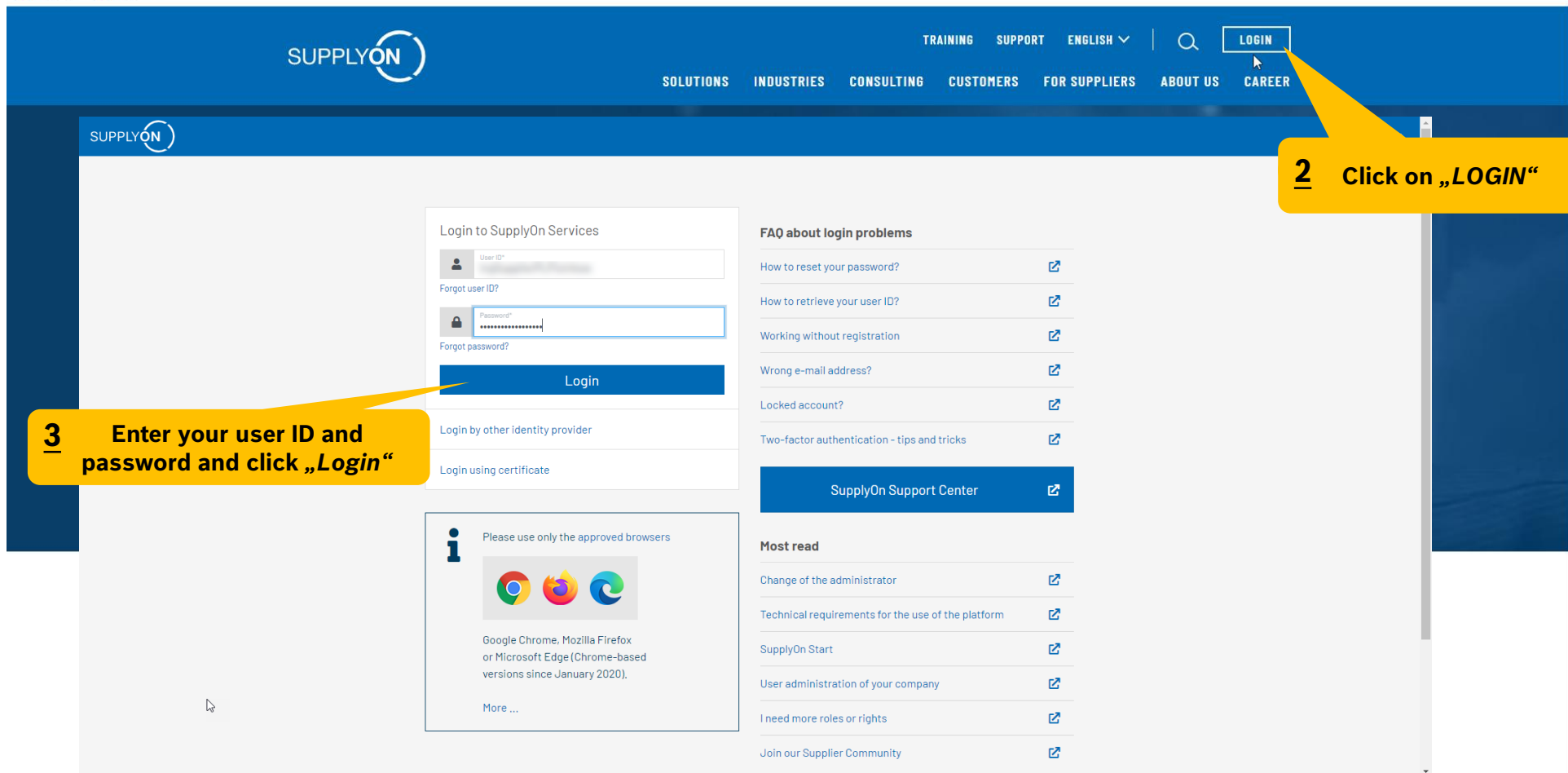
General steps	Slide 3-4
Create FPA.....	Slide 5-11
Create ASN.....	Slide 13-26

Login

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






1 Go to: www.supplyon.com

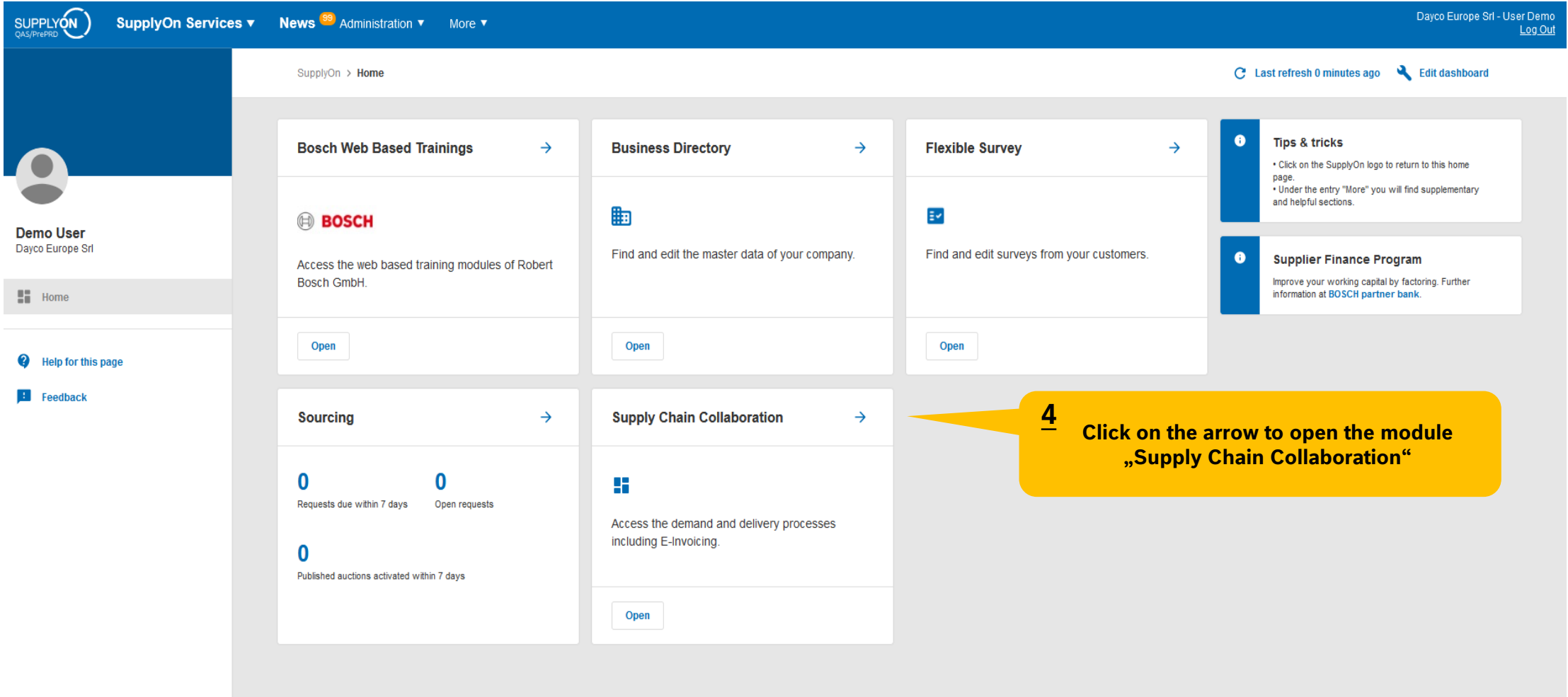


2 Click on „LOGIN“

3 Enter your user ID and password and click „Login“

Supply Chain Collaboration

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



The screenshot shows the SupplyOn dashboard interface. The top navigation bar includes the SupplyOn logo, navigation menus for 'SupplyOn Services', 'News', 'Administration', and 'More', and the user profile 'Dayco Europe Srl - User Demo' with a 'Log Out' link. The main content area is a grid of modules. A yellow callout bubble with the number '4' points to the 'Supply Chain Collaboration' module, with the text: 'Click on the arrow to open the module „Supply Chain Collaboration“'. The dashboard also features a left sidebar with user information and navigation options, and a right sidebar with 'Tips & tricks' and 'Supplier Finance Program' sections.

SupplyOn > Home

SupplyOn Services ▾ News ⁹⁹ Administration ▾ More ▾


Dayco Europe Srl - User Demo [Log Out](#)

Home

Help for this page

Feedback


Bosch Web Based Trainings →

 **BOSCH**

Access the web based training modules of Robert Bosch GmbH.

[Open](#)


Business Directory →



Find and edit the master data of your company.

[Open](#)

Flexible Survey →



Find and edit surveys from your customers.

[Open](#)


Sourcing →

0
Requests due within 7 days

0
Open requests

0
Published auctions activated within 7 days

Supply Chain Collaboration →



Access the demand and delivery processes including E-Invoicing.

[Open](#)

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

Tips & tricks

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

Supplier Finance Program

Improve your working capital by factoring. Further information at [BOSCH partner bank](#).

Last refresh 0 minutes ago [Edit dashboard](#)

Create FPA

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

Supply Chain Collaboration

- Dashboard
- Demand ▾
- Planning ▾
- Delivery ▾
- Monitoring ▾
- Invoicing ▾
- Settings & Master Data
- Help for this page
- Feedback

SupplyOn > Supply Chain Collaboration > Dashboard

Refresh 0 minutes agoAlertsEdit dashboard

Delivery Call-Offs

0
Current unread Delivery Call-Offs

Alerts

0
Total New Alerts

Type	Count
Inventory Alerts	0
FPA/ASN Alerts	0
Material Status Alerts	0
Demand Alerts	0

Invoicing

0
Total Billable Items

Billable Item Status

Billable Items Due

Forwarder Pickup Advice

0
FPA Creation Due

0
Pending FPA

Due Deliveries

Overdue	0
Due Today	0
Due Next 7 Days	0

[Create FPA](#)

Advance Shipping Notice

0
ASN Creation Due

7
Pending ASN

13
FPA "Sent" for ASN (Transport Management)

Due Deliveries

Overdue 0

VMI (IPR)

0
Projected Stock: Inventory Alerts

Actual Stock: Inventory Alerts

Material Situation at the end of today

Below Zero	0
Below Min Limit	0

Kanban

0

Delivery Status




FPA overview (All)

FPA draft

5 Click „Create FPA“ to start transport assignment



Select plant and create FPA

-  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

SupplyOn > Supply Chain Collaboration > Due Deliveries (grouped)

Due Deliveries (grouped)

7 Click "Create FPA"

+ Create FPA Show Due Deliveries

Make sure the filter „Advanced Search“ is set correctly

1 applied search criterion Search Advanced search View

Show Extra Shipments Download 1 row selected

	Mode of transport	Organizati...	Customer	Site code (ship-to)	Ship-to site	Unloading point
<input type="checkbox"/>		BOSCH	trg Bosch Automotive Aftermarket	trgK250		OK250
<input checked="" type="checkbox"/>	Maritime	BOSCH	trg Bosch Automotive Aftermarket	trgK250	trgAA-K250-Karlsruhe	OK250

6 Select the plant to be delivered

Upload a Document

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



My SupplyOn > Supply Chain Collaboration > Create FPA

1 Go to: „Manage Documents“

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

FPA No. 474722 FPA date 07.05.26 Shipping Notification Status: New
Customer: trg Bosch Automot...enmarket Ship-to-Location: trgK250 / R. Bosch GmbH, ADC-Karlsruhe Unloading Point (Ship-to): OK250

Manage Documents

Complete FPA

Transport References

Upload and Assign

Delete

2 Click „Upload and Assign“

Upload and Assign Document

3 Click Browse to open your explorer

Drag and Drop or Browse*

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

Open

« Desk... > Upload Docu... Search Upload Documents

Organize New folder

CERT.pdf
Delivery Note.pdf

OneDrive - supply
This PC
3D Objects
Desktop

File name: Delivery Note.pdf Custom Files (*.pdf;*.xls;*.xlsx;*.j...)

Open Cancel




4 Select a document

5 Click „Open“

[Close](#) [Save Draft](#) [Validate](#) [Container Pre-Booking List](#)

[Print](#) [Send](#)


Classify a Document


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

Upload and Assign Document



* Marked fields are mandatory

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: TXT, PDF, ZIP, XML, XLS, XLSX, JPG, JPEG

 [delivery note.pdf](#) (86.7 kB) Assigned 

Assign Uploaded Documents

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

[Uploaded Documents](#) *
delivery note.pdf  

[Document Type](#) *
DN1, Delivery note 1  

6 Choose the document type from the drop-down menu

7 "Confirm" to upload the document

[Cancel](#) [Confirm](#)

Check the data and validate FPA

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



SupplyOn Services ▾

Customer Applications ▾

News

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trg Supplier AA Interconti - Interconti trg Supplier Log Out

My SupplyOn > Supply Chain Collaboration > Create FPA

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FPA No. 474722 FPA date 07.05.26 Shipping Notification Status: New
Customer: trg Bosch Automotive Aftermarket Ship-to-Location: trgK250 / R. Bosch GmbH, ADC-Karlsruhe Unloading Point (Ship-to): OK250

[Manage Documents](#)

Complete FPA

[Transport References](#)

General

Ship-from Location: trg Supplier PL Gotyn
Ship-from Address: PL - 63-800 GOTYN - Training street 1
Pickup Date: 07.05.26
Time from: 12:00 to: 14:00
Incoterms Code: FCA - Free Carrier
Incoterms Text: Free Carrier
Transport Type: Sea Transport
Tracking ID:
Reference ID for Means of Transport:
Carrier: [\[Enter Carrier Address\]](#)
Free Text (for Carrier):
TO Number: SON0000474722
Waybill Number:
Transport Number:

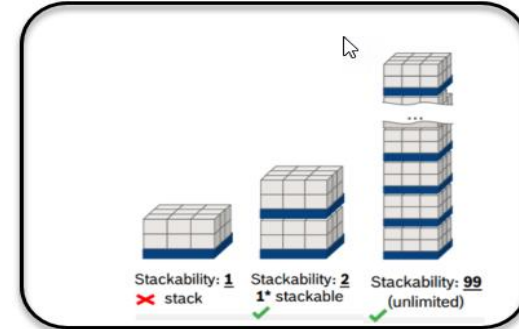
Please pay attention to

- physical pick-up address (no need of port code selection)
- delivery address
- Incoterms
- Transport type

8 Enter amount of handling units, weight and measurements

Check the stackability

DO NOT make any change to the Delivery Date!



Click only for dangerous goods

Mandatory in case Hazard flag is set

Stacking factor:
*) .1 — non-stackable
*) .2—only could be stackable for another one layer, namely 1+1=2
*) .3—only could be stackable for another two layers, namely 1+2=3
*) .99—could be stackable for as many layers as it can hold

Default View Manage View

Line	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.(m³)	Load Length HU Pos.(LM)	Delivery note number HU	UN Danger Code
1	10	Euro-pallet	2 500	120	80	90	<input type="checkbox"/>	99	8,64			

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](#)

Page 1 of 1 | [Next](#) | [Last](#)

[Print](#) [Send](#)

Internal | GS/PSD33 | 2023-02-28

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Enter Container Data and Validate the 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 saved in session

FPA No. 474722 FPA date 07.05.26 Shipping Notification Status: New
Customer: trg Bosch Automotive Aftermarket Ship-to-Location: trgK250 / R. Bosch GmbH, ADC-Karlsruhe

[Manage Documents](#) [Complete FPA](#) **[Transport References](#)**

FCL case prebooking must be made! See prebooking click guide.

9 Choose FCL/LCL transport

Please note that in all cases you can choose only 1 container / 1 FPA!

FCL
LCL

Please enter container ID as visible on upper right corner of container / container door (Pattern like: ABCD1234567)

Container ID is also expected if empty

General
Carrier Name:
Carrier Address:
ATD:

Sea
HBL Number: Arrival Seaport:
Pre-Booking reference:
Pre-Booking reference + Position no.:
Sea Container Seal Number:

Transport Order Status
Default View ▾ Manage View ▾ [Reset all Filters](#)

Status Code	Status	Status Date Time	Status Time Zone	Source	Remarks
0 entries:					

10 Validate

Entries per page 20 ▾

First Previous Page 1 of 1 Next Last

[Close](#) [Save Draft](#) [Validate](#) [Container Pre-Booking List](#)

[Print](#) [Send](#)



Print the labels and send the FPA

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



My SupplyOn > Supply Chain Collaboration > Create FPA

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

After „Validate“ , here probably will pop out a reminder:
The red one is necessary to make a change or fulfill;
The black one just need to check and ensure data accuracy, if no problem
you can just ignore and click send.

Data saved in session

FPA No.	474722	FPA date	07.05.26	Shipping Notification Status:	New
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

[Manage Documents](#) [Complete FPA](#) **[Transport References](#)**

General

Carrier Name:
Carrier Address:
ATD:

Sea

HBL Number: Arrival Seaport:
Pre-Booking reference: Container Load: **LCL**
Pre-Booking reference + Position no.: Sea Container Type:
Sea Container Seal Number: Sea Container ID: ABCD1234567

Transport Order Status

Default View ▾ **Manage View** ▾

Status Code	Status	Remarks
-------------	--------	---------

Click on *Print*, and select the needed *Transport Label* and click on *Print selection*.
The printed labels could be taped on the corresponding handling units

0 entries: Entries per page **20**

[Close](#) [Save Draft](#) [Validate](#) [Container Pre-Booking List](#)

- All
- 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](#)

11 [Send](#) [Print*](#) [Send](#)



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.

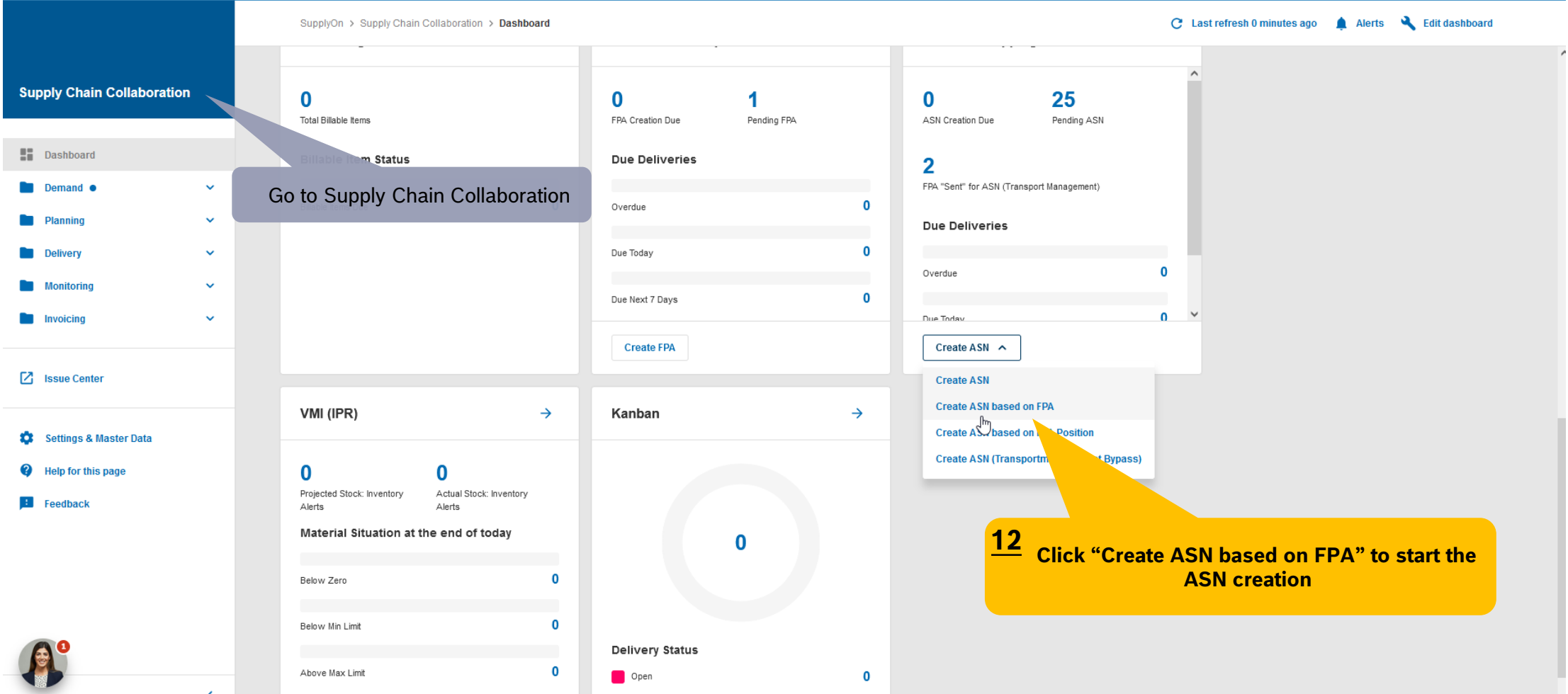
ASN



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

Conditional step: Update FPA by sending an ASN

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



The screenshot shows the SupplyOn dashboard with a navigation menu on the left and several data cards. A callout box points to the 'Supply Chain Collaboration' menu item. Another callout box points to the 'Create ASN' dropdown menu, which is open and shows the option 'Create ASN based on FPA' highlighted. A third callout box points to this option with the instruction: 'Click "Create ASN based on FPA" to start the ASN creation'.

Supply Chain Collaboration

Go to Supply Chain Collaboration

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

Category	Value
Total Billable Items	0
FPA Creation Due	0
Pending FPA	1
ASN Creation Due	0
Pending ASN	25
FPA "Sent" for ASN (Transport Management)	2
Overdue (Due Deliveries)	0
Due Today (Due Deliveries)	0
Due Next 7 Days (Due Deliveries)	0
Projected Stock: Inventory Alerts	0
Actual Stock: Inventory Alerts	0
Below Zero (Material Situation)	0
Below Min Limit (Material Situation)	0
Above Max Limit (Material Situation)	0
Open (Delivery Status)	0

Select FPA and create ASN

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



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trg Supplier AA Interconti - Interconti trg Supplier
Log Out

My SupplyOn > Supply Chain Collaboration > FPA Overview

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

Make sure the filter „Advanced Search“ is set correctly or cleared before creating ASN

Quick Search **Advanced Search**

FPA Status	equal to	Sent	Delete line
TM Status	equal to	Success	Add line Delete line
Search Reset			

Hide Search Area

My Search Profiles

Manage View ▾

FPA **FPA Position(s)**

Default View Manage View ▾

Reset all Filters

<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
<input checked="" type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Sea Transport	OK250	R. Bosch GmbH, ...	11.05.26 16:00-2...	trg Supplier PL Go...	✗	474722		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	29.05.23 08:00-...	trg Supplier PL Go...	✗	356284		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	29.05.23 08:00-...	trg Supplier PL Go...	✗	356253		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	19.05.23 08:00-...	trg Supplier PL Go...	✗	355611		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	19.05.23 08:00-...	trg Supplier PL Go...	✗	355609		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	15.05.23 08:00-...	trg Supplier PL Go...	✗	354961		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	08.05.23 08:00-...	trg Supplier PL Go...	✗	354568		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	14.04.23 08:00-...	trg Supplier PL Go...	✗	352892		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	14.04.23 08:00-...	trg Supplier PL Go...	✗	352890		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	10.04.23 08:00-...	trg Supplier PL Go...	✗	346110		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	07.04.23 08:00-...	trg Supplier PL Go...	✗	344442		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	07.04.23 08:00-...	trg Supplier PL Go...	✗	344440		Sent		Success			
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	Road Transport	0K250	R. Bosch GmbH, ...	03.04.23 08:00-...	trg Supplier PL Go...	✗	335534		Sent		Success			

13 Select the FPA for which you would like to create an ASN

14 Click „Create ASN“

[Back](#) [Create ASN](#)

13 matches of 127 entries:

Entries per page **50**

Page **1** of 1

Select ASN Positions

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

My SupplyOn > Supply Chain Collaboration > Create ASN [Interactive Tours](#) [Contact](#) | [Help for this page](#) | [Print](#)

ASN No.	474722	ASN Date	07.05.26	Shipping Notification Status:	New
FPA No.:	474722	FPA ID:	474722		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

Select ASN Positions | [Enter Additional Data](#) | [Enter Packing data](#) | [Manage Documents](#) | [Complete ASN](#) | [Transport References](#)

Default View | Manage View | [Reset all Filters](#)

<input checked="" type="checkbox"/>	Line	Del. Note No.	Del. Note Pos.	Material (Customer)	ASN Creation Due D...	Proposed Quantity	Delivery Quantity	U...	Warning	Pack. Data Status	Pack.Mat. Det...	Packing Profile	Batch Number	Eng. Change Level	Order No.	Order Pos.
-------------------------------------	------	---------------	----------------	---------------------	-----------------------	-------------------	-------------------	------	---------	-------------------	------------------	-----------------	--------------	-------------------	-----------	------------

15 Select due delivery to add a material




- Extra Shipment
- Due Del. in Status "FPA exists"
- Due Del. In Status ASN Required
- Complete Due Del. List**

[Add New Line](#) | [Copy Line](#) | [Delete Line](#) | [Calculate Packing](#) | [Create One-Level Packing](#)

0 entries: [Select all matches](#) | [Clear selection](#) Entries per page: 20 | [First](#) [Previous](#) | Page 1 of 1 | [Next](#) [Last](#)

[Close](#) | [Save Draft](#) | [Validate](#) [Print](#) | [Send](#)

Select ASN Position: Adding Material

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

Supply Chain Collaboration

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- Invoicing

Issue Center

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SupplyOn > Supply Chain Collaboration > Due Deliveries

Due Deliveries

17 Add to ASN

16 Click into the box to select material

If you didn't find the order you want, please clear the criteria

1 applied search criterion

	Material (Customer)	Site code (...)	Ship-to site	Ship-to	Unloading point...	Material Descr....	Order number
<input checked="" type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002
<input type="checkbox"/>	F026400298EDF	trgK250	trgAA-K250-Kar...	R. Bosch Gm...	OK250	Air-Filter Insert	55186916/002

Rows per page: Auto 1-10 of 48

Select ASN Positions

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



New position successfully added

Delivery Note Position was recalculated

ASN No.:	474722	ASN Date:	07.05.26	Shipping Notification Status:	Pending
FPA No.:	474722	FPA ID:	474722		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

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 D...	Proposed Quantity	Delivery Quantity	UoM	Warning	Pack. Data Status	Pack.Mat. Details	Packing Profile	Batch Nu
1		010	F026400298EDF		0	0	EA			Details	<manual data entry>	

Please select a ship-to address for this shipment for different ship-to parties

Ship-to: R. Bosch GmbH, ADC-Karlsruhe, Auf der Breit 4, 76227, Karlsruhe, DE

Ok

Make sure you have the right Ship-to location set for the shipment

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

1 entry: [Select all matches](#) | [Clear selection](#)

Entries per page: 20 ▾

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Close Save Draft Validate

Print Send

Select ASN Positions

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



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trg Supplier AA Interconti - Interconti trg Supplier
Log Out

My SupplyOn > Supply Chain Collaboration > Create ASN

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New position successfully added

Delivery Note Position was recalculated

ASN No.	474722	ASN Date	07.05.26	Shipping Notification Status:	Pending
FPA No.:	474722	FPA ID:	474722		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

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 Creatio...	Proposed Quan...	Delivery Quantity	UoM	Warning	Pack. Data Status	Pack.Mat. Det...	Packing Profile	Batch Number	Eng. Change L...	Order No.
1	DN12345	010	F026400298EDF		0	720	EA		■	Details	<manual data entry>			55186916/002

18 Enter delivery note

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

If no packing Profile exists, the automatic packing calculation (STEP19) wouldn't possible, in this case you can enter the Packaging Material Data manually by clicking on „Details”

select due delivery to add further material if needed

19 Click Calculate packaging

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

1 entry: [Select all matches](#) | [Clear selection](#)

Entries per page 20 ▾

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Enter Packaging Material Details Manually

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



My SupplyOn > Supply Chain Collaboration > Create ASN

If no existing packing profile:

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

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Successfully saved.

ASN No.	474722	ASN Date	07.05.26	Shipping Notification Status:	Pending
FPA No.:	474722	FPA ID:	474722		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

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 Crea...	Proposed Quan...	Delivery Quantity	UoM	Warning	Pack. Data Status	Pack.Mat. Det...	Packing Profile	Batch Number	Eng. Change L...	Order No.
1	DN12345	010	F026400298EDF		0	720	EA			Details	<manual data entry>			55186916/002

Packing Material Details (Single and Auxiliary Packs)

Previous Pos | Next Pos
Enter the packaging material

20 Enter the amount of packaging material, the quantity per packaging will be calculated automatically

Pack.Mat.No. (Cust.)	Amount of Pack...	Qty...	One Level Pack.	Label Ident	Label No. From	Pack.Mat.No. (Supplier)	Pack.Mat.Descr. (Supp.)	Loading Type	Del. Not...	Del. Not...
60001422212	12	60		S	3002254			Unknown	DN12345	010
60001012222										
6000113666										
60001137777										
60001422212										

22 Save and Close

21 Generate the Label Numbers

Label nr. could be either generated automatically (step 21) or entered manually

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 ASN

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Go to "Enter Additional Data" to add further information regarding the material if needed.

Data was saved successfully

ASN No.	474722	ASN Date	07.05.26	Shipping Notification Status:	Pending
FPA No.:	474722	FPA ID:	474722		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

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

Default View Manage View Reset all Filters

Line	Material (Customer)	Material (Suppl...)	Delivery ...	UoM	UN Danger Code	Security...	Dutiable ...	Country of Origin	Free Text	Application Key	Storage L...	Point of Consumption	Consignment No.	Invoice No.	Invoice Date	Customs E
1	F026400298EDF		720	EA		N	<input type="checkbox"/>			Serial generally				INV12345		

UN Danger Code is mandatory in case Hazard flag is set




If available, the Invoice Number is preferred (it is a plant expectation)

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

Close Save Draft Validate Print Send



Enter Packaging Data

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

My SupplyOn > Supply Chain Collaboration > Create ASN

Go to „Manage Documents“ if you need to upload a document (same steps as in the FPA)

Create the outer packaging, and assign the single packs

23 Create the handling units needed for the packing

24 Assign the packing material/single packs to the handling unit(s)

You can split the packing material if needed

ASN No.	474722	ASN Date	07.05.26	Shipping Notification Status:	Pending
FPA No.:	474722	FPA ID:	474722	Unloading Point (Ship-to):	OK250
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH		

Default View Manage View

HU Pack.Mat.No. (CU...)	HU Gross W...	Length HU(cm)	Width H...	Height HU(cm)	Label No. HU
60001137777	100	120	80	100	3002267

1 entry: Entries per page 20 Page 1 of 1

Assigned Pack. Material / Single Packs for selected HU Line 3002267

Default View Manage View

Pack. Mat. Details	One Level Pack.	Del. Note No.	Del. Note ...	Material (Customer)	Pack.Mat.No. (Cu...	Label Id
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DN12345	010	F026400298EDF	60001422212	S

SP Functions: << Assign, Remove >>, Split, Delete SP

HU Functions: Create HU, Copy HU, Delete HU

Close Save Draft Validate

Print Send

Upload a Document

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



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FPA No. 474722 FPA 111 07.05.26 Shipping Notification Status: New
Customer: trg Bosch Automotive A... Location: trgK250 / R. Bosch GmbH, ADC-Karlsruhe Unloading Point (Ship-to): OK250

1 Go to: „Manage Documents“

2 Click „Upload and Assign“




3 Click Browse to open your explorer

4 Select a document

5 Click „Open“

Close Save Draft Validate Container Pre-Booking List Print Send


Classify a Document

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

Upload and Assign Document


* Marked fields are mandatory

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: TXT, PDF, ZIP, XML, XLS, XLSX, JPG, JPEG

delivery note.pdf (86.7 kB) Assigned 

Assign Uploaded Documents

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

Uploaded Documents *
delivery note.pdf 

Document Type *
DN1, Delivery note 1 

6 Choose the document type from the drop-down menu

7 "Confirm" to upload the document

Complete ASN

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

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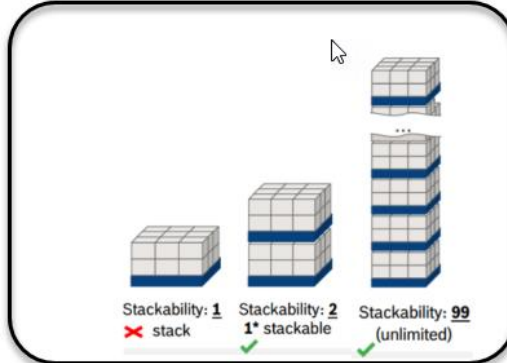
Data was saved successfully

ASN No.	474722	ASN Date	07.05.26	Shipping Notification Status:	Pending
FPA No.:	474722	FPA ID:	474722		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	OK250

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

General

Ship-from Location:	trg Supplier PL Gotyn	Ship-to:	R. Bosch GmbH, ADC-Karlsruhe
Ship-from Address:	PL - 63-800 GOTYN - Training street 1	Ship-to address:	DE - 76227 Karlsruhe - Auf der Breit 4
Pickup Date:	07.05.26	Delivery Date/Time:	11.05.26 16:00
Incoterms Code:	FCA - Free Carrier	Carrier Name:	
Incoterms Text:	Free Carrier	Driver Contact:	
Transport Type:	Sea Transport	Free Text (from Carrier):	
Means of Transport:		Load number:	
Reference ID for Means of Transport:		Volume (total Delivery):	0,96 m³
Carrier:	[Enter Carrier Address]	Hazardous goods:	No
Free Text (for Carrier):		Weight (total Delivery):	100 kg
TO Number:	SON0000474722	Volume (total Delivery):	0 kg
Waybill Number:			
Transport Number:			



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 only for Dangerous Goods

Check stacking factor

Stacking factor:
*.1 — non-stackable
*.2—only could be stackable for another one layer, namely 1+1=2
*.3—only could be stackable for another two layers, namely 1+2=3
*.99—could be stackable for as many layers as it can hold

Line	HU Pack.Mat No. (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.(m³)	Bulky Goods	UN Danger Code	DG Sub Class	HS
1	60001137777	1	Pallet	100	120	80	100	<input type="checkbox"/>	99	0,96	<input type="checkbox"/>			

Close | Save Draft | Validate

Print | Send

Transport References: Validate and Send

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

Data was saved successfully

ASN No. ASN Date Shipping Notification Status: Pending
FPA No.: 474722 FPA ID: 474722
Customer: trg Bosch Automotive Aftermarket Ship-to-Location: trgK250 / R. Bosch GmbH, ADC-Karlsruhe Unloading Point (Ship-to): OK250

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

General

TO Number: SON0000474722 Carrier Name:
Load Number:

Sea

HBL Number:
ShippingLine:
Pre-Booking reference: Container Load: LCL
Pre-Booking reference + Position no.: Sea Container Type:
Sea Container ID:
Sea Container Seal Number:

Transport Order Status

Reset all Filters

Status Code	Status	Status Date Time	Status Time Zone	Source	Remarks
0 entries:					

25 Validate

27 Send

ASN overview

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The ASN is sent successfully

● ASN was successfully sent

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Advance Ship Notices [ASN Position\(s\)](#)

▾ ▾

[Reset all Filters](#)

ASN No.	ASN Status	Delivery Date/Time	Customer	Ship-to site	Unloading Point (Ship-...	FPA No.	FPA St...	Carrier Name	Material-based A...	Change Timestamp ▾	Requested Docume...	Attachments	Size of attachments	Number of attach...
474722	Sent	11.05.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	474722	ASN		✓	07.05.26 13:08			0	0
356326	Pending	29.05.23 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	356326	ASN		✓	30.04.26 13:39			0	0
470736	Pending	17.04.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	470736	ASN		✓	29.04.26 09:06			0	0
471305	Pending	21.04.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	471305	ASN		✓				0	0
471313	Sent	22.04.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	471313	ASN		✓				0	0
471308	Pending	21.04.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	471308	ASN		✓				0	0
356714	Sent	05.06.26 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	356714	ASN		✓				0	0
463667	Pending	16.03.26 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	463667	ASN		✓	07.04.26 08:42			0	0
469533	Sent	10.04.26 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	469533	ASN		✓	07.04.26 07:43			0	0
468604	Sent	03.06.26 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	468604	ASN		✓	31.03.26 08:48			0	0
468597	Sent	03.04.26 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	468597	ASN		✓	31.03.26 07:53			0	0
357287	Sent	12.03.26 20:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	357287	ASN		✓	11.03.26 18:42			0	0
463664	Sent	14.03.26 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	463664	ASN		✓	11.03.26 18:27			0	0
460770	Pending	04.03.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	460770	ASN		✓	26.02.26 13:38			0	0
456554	Sent	28.01.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	456554	ASN		✓	23.01.26 10:10			0	0
357723	Pending	19.06.23 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	357723	ASN		✓	19.01.26 11:37			0	0
358571	Pending	03.07.23 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	358571	ASN		✓	19.01.26 10:21			0	0
455918	Sent	21.01.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	455918	ASN		✓	15.01.26 16:57			0	0
455914	Pending	21.01.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	455914	ASN		✓	15.01.26 16:15			0	0
359130	Pending	10.07.23 08:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	359130	ASN		✓	15.01.26 16:06			0	0
455750	Pending	20.01.26 16:00	trg Bosch Automoti...	trgAA-K250-Karlsruhe	OK250	455750	ASN		✓	14.01.26 13:38			0	0
453660	Sent	17.12.25 16:00	trn Bosch Automoti...	trnAA-K250-Karlsruhe	OK250	453660	ASN		✓	11.12.25 03:52			0	0

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

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Thank You