

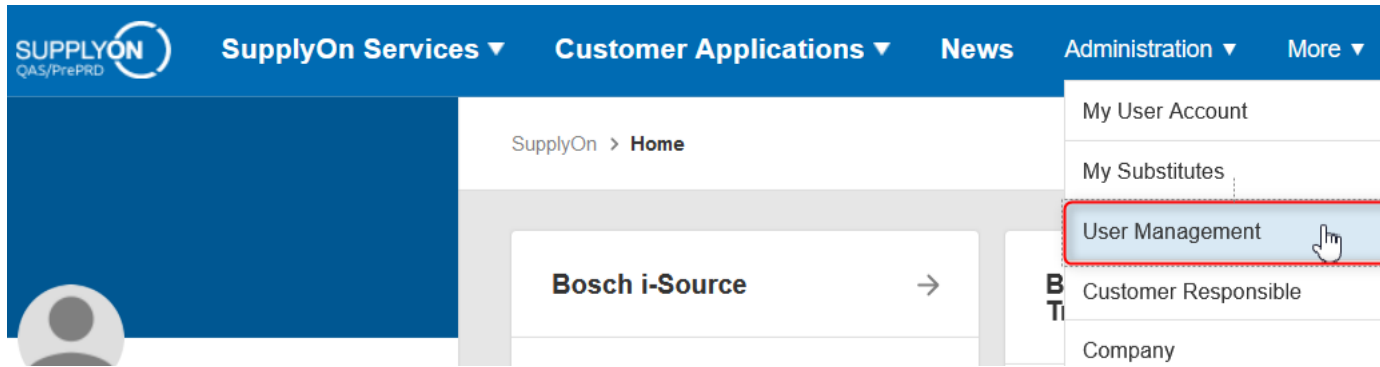
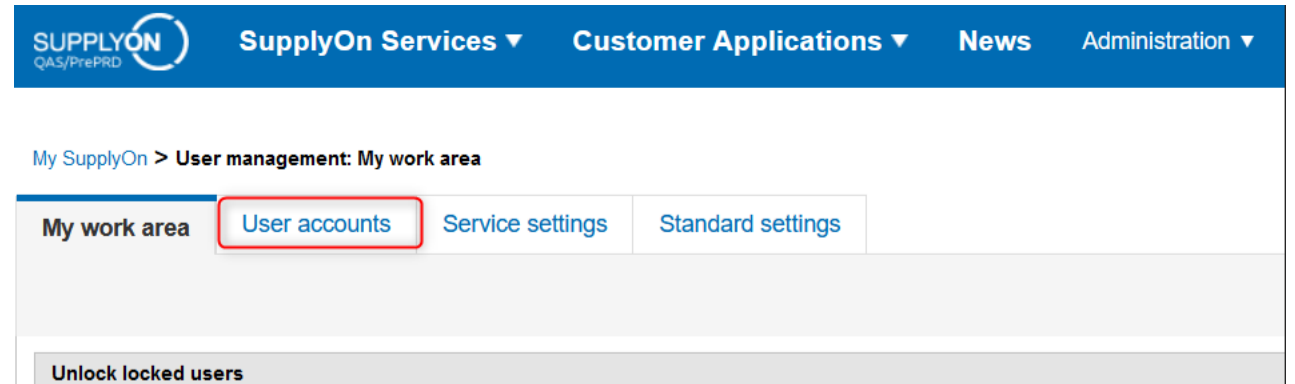
SUPPLIER MANUAL USER MANAGEMENT VIA SUPPLYON

i-Source | Supplier Manual

How to create users for i-Source



INFO: i-Source Users created via SupplyOn are always defined as „subuser“; the main user/contact only exists as a dummy and can't be maintained.

A screenshot of the SupplyOn web application's navigation menu. The top bar is blue with the 'SUPPLYON QAS/PrePRD' logo on the left and navigation items: 'SupplyOn Services', 'Customer Applications', 'News', 'Administration', and 'More'. A dropdown menu is open under 'Administration', listing 'My User Account', 'My Substitutes', 'User Management' (highlighted with a red box and a mouse cursor), 'Customer Responsible', and 'Company'. The main content area shows 'SupplyOn > Home' and a 'Bosch i-Source' link with a right arrow.A screenshot of the 'User management: My work area' page in the SupplyOn application. The top navigation bar is identical to the previous screenshot. Below it, the breadcrumb 'My SupplyOn > User management: My work area' is visible. A horizontal menu contains three tabs: 'My work area', 'User accounts' (highlighted with a red box), and 'Service settings'. To the right of 'Service settings' is a link for 'Standard settings'. At the bottom of the page, there is a button labeled 'Unlock locked users'.

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My SupplyOn > User management: User accounts Help and support | Print | Message to support

My work area | **User accounts** | Service settings | Standard settings

All users Locked users Active users

Advanced Search

User ID	Name	Department	Status	E-mail	Company	D-U-N-S No.	Roles
<input type="checkbox"/> 2ITxh9.HY40w	10, 06		●				Seller, SurveyR...

Annotations:

- A red arrow points to the 'User ID' column header.
- A red box highlights the 'Create new user' button.
- A red box highlights the 'Assign roles' button.
- A red box contains the text: "Either create a new user or assign an existing user the i-Source Manager role".

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My SupplyOn > User management: User accounts > Create user [Help and support](#) | [Print](#) | [Message to support](#)

1 User master data 2 Assign roles 3 Service settings

You have created the master data.

[Back](#) [Leave wizard](#) [Next step](#)

Step 2 of 3: Assign roles of

Expand the groups for a more precise roles assignment. [Expand all](#) | [Collapse all](#)

Company Administration (not assigned) [Expand](#)

Contract and Invoice (not assigned) [Expand](#)

Customer Applications (not assigned) [Collapse](#)

Role	Status	Description
<input type="checkbox"/> BoschEDExtranet	not assigned	Access to "ED Extranet" in Robert Bosch portal.
<input checked="" type="checkbox"/> I-Source Manager	not assigned	Access to Bosch I-Source platform. For the contract management with all suppliers and to process requests (RFQ, RfI) and auctions with suppliers of indirect materials and services.

Logistics and Finance (not assigned) [Expand](#)

Management Cockpit (not assigned) [Expand](#)

Quality Management (not assigned) [Expand](#)

Sourcing and Engineering (partially assigned) [Expand](#)

User Management (partially assigned) [Expand](#)

[Back](#) [Leave wizard](#) [Next step](#)

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My SupplyOn > User management: User accounts > Create user Help and support | Print | Message to support

1 User master data 2 Assign roles 3 **Service settings**

You have saved the user's roles.

[Back](#) [Leave wizard](#) [Save and leave](#)

Step 3 of 3: Service settings for Test 2, [redacted]

QUESTIONS OR DO YOU
NEED SUPPORT?

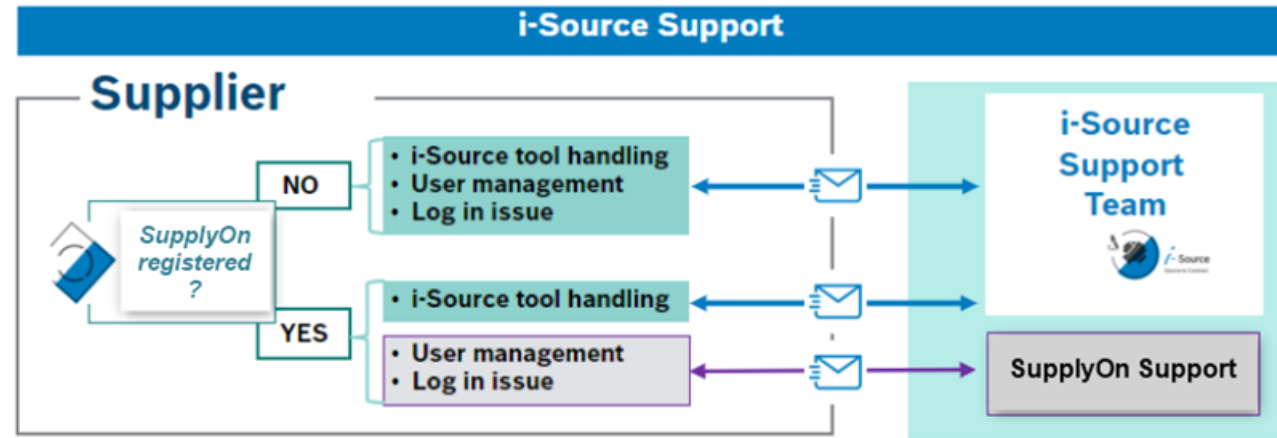
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Questions & Support



- **Training documents** you can find [here](#) in the Download Center

- **Support**



i-Source Support: i-source.supportteam@de.bosch.com

Exception: SupplyOn registered suppliers contact for User management and Login issues the [SupplyOn Support](#)

