


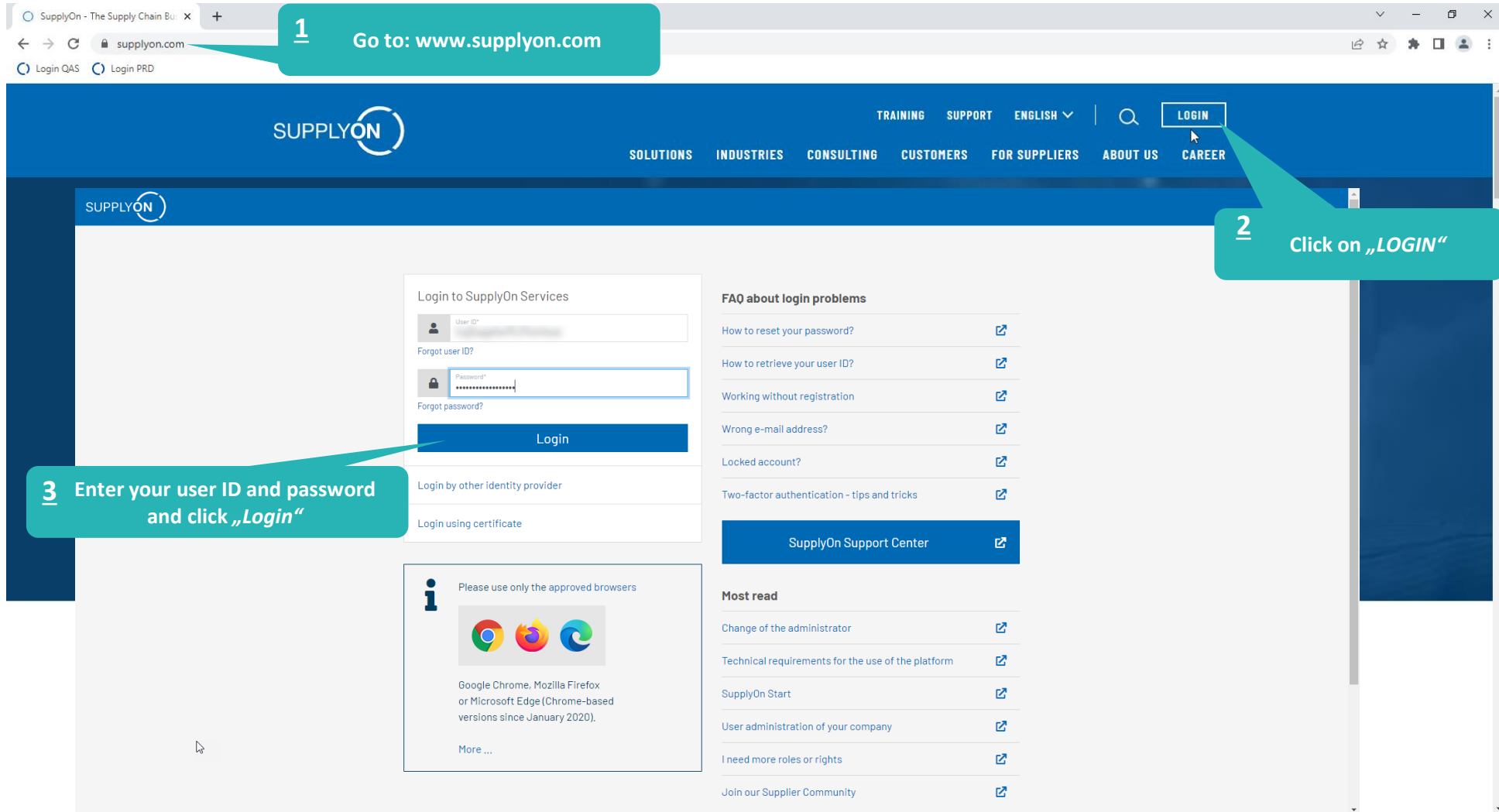


Click Guide

No_ASN_No_Material_EN

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“

The screenshot shows a web browser window with the URL www.supplyon.com. The page features a blue header with the SupplyOn logo and navigation links: SOLUTIONS, INDUSTRIES, CONSULTING, CUSTOMERS, FOR SUPPLIERS, ABOUT US, CAREER, TRAINING, SUPPORT, ENGLISH, and a LOGIN button. The main content area contains 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: Google Chrome, Mozilla Firefox or Microsoft Edge (Chrome-based versions since January 2020).". To the right, there is an "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" link is also present. A "Most read" section lists articles such as "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".


Supply Chain Collaboration


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



trg Supplier DE Himmelkron
trg Supplier DE Himmelkron

Home


 Help for this page

 Feedback

SupplyOn > Home

 Last refresh 0 minutes ago  Edit dashboard


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](#)

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 Collabo... →






Access the demand and delivery processes including E-Invoicing.

[Open](#)

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

Create FPA

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



SupplyOn Services ▾

News

Administration ▾

More ▾

trg Supplier DE Himmelkron - DE Himmelkron trg Supplier [Log Out](#)


SupplyOn > Supply Chain Collaboration > Dashboard

🔄 Last refresh 0 minutes ago

 Alerts

 Edit dashboard

Supply Chain Collaboration

 Dashboard

 Demand ▾

 Planning ▾

 Delivery ▾

 Monitoring ▾

 Invoicing ▾

 Data Reconciler

 Settings & Master Data

 Help for this page

 Feedback

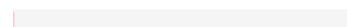


Confirmable Orders →

1

Total Confirmable Orders

Order Status



Dated 0

Partly Confirmed 0

Open 1



Open 1

Open 1

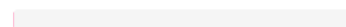
[Confirm Orders](#)

Alerts →

1

Total New Alerts

Type



Inventory Alerts 0

FPA/ASN Alerts 0

Material Status Alerts 0

Demand Alerts 1



Demand Alerts 1

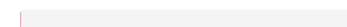
Demand Alerts 1

invoicing →

0

Total Billable Items

Billable Item Status



Billable Items Due 0

Billable Items Due 0

Billable Items Due 0

Billable Items Due 0

Billable Items Due 0

Forwarder Pickup Advice →

0

FPA Creation Due

FPA overview (All)

Pending FPA

Due Delivery

Overdue 0

Due Today 0

Due Next 7 Days 0

Due Next 7 Days 0

Due Next 7 Days 0

[Create FPA](#)

Advance Shipping Notice →

0

ASN Creation Due

0

Pending ASN

0

FPA "Sent" for ASN (Transport Management)

VMI (1) 5

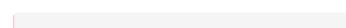
0

Projected Stock:
Inventory Alerts

0




Actual Stock: Inventory
Alerts

Material Situation at the end of today



Click „Create FPA“ to start transport assignment

Select plant and create FPA

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



My SupplyOn > Supply Chain Collaboration > Due Deliveries (grouped)

Make sure the filter „Advanced Search“ is set correctly

Contact |  Help for this page | Print

Quick Search | **Advanced Search**

Open demands based on Pickup Date ▾ days in the future (incl. pa) ▾ 30

[Add line](#) | [Delete line](#)

[Hide Search Area](#)

My Search Profiles

▾

Due Deliveries (grouped)

▾

[Reset all Filters](#)

<input checked="" type="checkbox"/>	Org. Code (Customer)	Customer	Site code (Ship-to)	Ship-to site	Unloading Point (Ship-to)	Currency	FPA required	FPA exists	Availat
<input checked="" type="checkbox"/>	BOSCH	trg Bosch Automotive Aftermarket	trgK250	trgAA-K250-Karlsruhe	trgK250	DEM	-	-	-

6

Select the plant to be delivered

7

Click "Create FPA"

Entries per page

First Previous | Page of 1 | Next Last

https://webedi.application.qas.supplyon.com/scm/app?stn=f262f9437f18f907e2891b1db2a89a11#

Check the data and validate FPA

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



Data saved in session

FPA No.	315789	FPA date	02.03.23	FPA Status:	New
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	trgK250

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

General

Ship-from Location:	trg Supplier DE Himmelkron	Ship-to:	R. Bosch GmbH, ADC-Karlsruhe
Ship-from Address:	DE - 95502 Himmelkron - Training street 1	Ship-to address:	DE - 76227 Karlsruhe - Auf der Breit4
Pickup Date:	03.03.23	Delivery Date:	06.03.23
Time from:	08:00	Time to:	17:00
Incoterms Code:	FCA - Free Carrier	Carrier Name:	
Incoterms Text:	Incoterms Text	Driver Contact:	
Transport Type:	Road Transport	Free Text (from Carrier):	
Means of Transport:		Load number:	
Reference ID for Means of Transport:		Volume (total Delivery):	
Carrier:		Hazard. Goods:	
Free Text (for Carrier):		Gross Weight (total Delivery):	
TO Number:		Net Weight (total Delivery):	
Transport Number:			

Stackability: 1 ✗ stack

Stackability: 2 ✓ 1* stackable

Stackability: 99 ✓ (unlimited)

Line	Amount of HUs	Pack. Type HU	Total weight of HU position(kg)	Length per HU(cm)	Width per HU(cm)	Height per HU(cm)	Hazard. Goods	Stacking Factor	Delivery Note Num...	Total volume of HU po...	Load Length HU Pos.(LM)
1	10	Euro-pallet	2 500	120	80	80	<input type="checkbox"/>	99	DN13042023	7,68	

[Add HU line](#) [Delete HU line\(s\)](#) [Edit Pack. Material \(Single and Aux. Pack\)](#)

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

[Close](#) [Save Draft](#) [Validate](#)

Entries per page: 20

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

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




8 Enter amount of handling units, weight and measurements

Check the stackability

9 „Validate“ the data

Enter Delivery Note Number

Conditional Step: Upload a Document

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

My SupplyOn > Supply Chain Collaboration > Create FPA

Interactive Tours Contact | Help for this page | Print

1 Go to: „Manage Documents“

FPA No. 315789 FPA date 02.03.23 FPA Status: New
Customer: trg Bosch Automotive Aftermarket Ship-to-Location: trgK250 / R. Bosch GmbH, ADC-Karlsruhe Unloading Point (Ship-to): trgK250

Manage Documents Complete FPA Transport References

Upload and Assign Delete

Document Type	Uploaded Document	Material Description (Custo...	Material
Upload and Assign Document			

2 1. Upload Documents
Click „Upload and Assign“

Drag and Drop or Browse*
Maximum File Size: 10.5 MB, Supported File Types: PDF, XLS, XLSX, JPG, JPEG

3 Click Browse to open your explorer

4 Select a document

5 Click „Open“

Assign Uploaded Documents
Assign all documents step by step by select

Uploaded Documents *
Document Type *
Assign

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

Conditional Step: Classify a Document

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

Upload and Assign Document

* Marked fields are mandatory

1. Upload Documents

6 Assign the Document

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.pdf (35.9 kB) Assign Document ✕

Assign Uploaded Documents

7 Choose the document type from the drop-down menu

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

Uploaded Documents *
Delivery Note.pdf

Document Type *
DN, Delivery note




Assign

8 Click "Assign"


9 "Confirm" to upload the document

Cancel Confirm

Print the Transport Data Sheet and send FPA

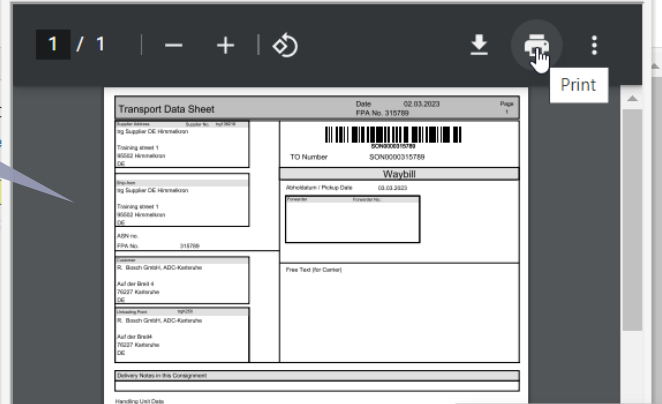
-  Main Step
-  Optional/Conditional Step
-  Further details/information



 No transport route found for FPA.

FPA No.	315789	FPA date	02.03.23	FPA Status:	New
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe		
Manage Documents		Complete FPA		Transport References	
General					
Ship-from Location:	trg Supplier DE Himmelkron	Ship-to:	R. Bosch GmbH, ADC-Karlsruhe		
Ship-from Address:	DE - 95502 Himmelkron - Training street 1	Ship-to address:	DE - 71034 Karlsruhe Breit4		
Pickup Date:	03.03.23	Delivery Date:	06.03.23		
Time from:	08:00	Time to:	17:00		
Incoterms Code:	FCA - Free Carrier	Carrier Name:			
Incoterms Text:	Incoterms Text	Driver Contact:			
Transport Type:	Road Transport	Free Text (from Carrier):			
Means of Transport:		Load number:			
Reference ID for Means of Transport:		Volume (total Delivery):			
Carrier:	[Enter Carrier Address]	Hazard. Goods:			
Free Text (for Carrier):		Gross Weight (total Delivery):			
TO Number:	SON0000315789	Net Weight (total Delivery):			
Transport Number:					
Default View	Manage View				
Line	HU Pack.Mat.No. (...)	HU Pack.Mat.Descr. (...)	Amount of HUs	Pack. Type HU	Total
1			10	Euro-pallet	8,64

The Transport Data Sheet could be handed over to the carrier's driver






11 Print the Transport Data Sheet and „Send“ the FPA

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

[Print selection](#)

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

FPA Overview

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



SupplyOn Services ▾

News

Administration ▾

More ▾

trg Supplier DE Himmelkron - DE Himmelkron trg Supplier Log Out

My SupplyOn > Supply Chain Collaboration > FPA Overview

Contact |  Help for this page | Print

Quick Search Advanced Search

Once the FPA is successfully sent, the Transport Labels will be generated in the Transport Management System (*this could take few minutes*). After the transmission of these labels, this icon appears, and the labels could then be printed.

Hide Search Area

My Search Profiles

Manage View ▾





















Click on the FPA number and open the print screen in order to print the Transport Labels

FPA FPA Position(s)

Default View ▾

Manage View ▾

Reset all Filters

<input type="checkbox"/>	Customer	Customer site	Ship-to site	Unloading Point ...	Ship-To Address	Delivery Date/Time	Ship-from Location	Materi...	FPA No...	Source	FPA Status	TM Status	Attachment Status	Carrier Name	Change Timestar...
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	06.03.23 08:00-...	trg Supplier DE Hi...	×	315789		Sent	Success	 		02.03.23 13:25
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	10.03.23 08:00-...	trg Supplier DE Hi...	×	316221		Sent	Success	 		08.03.23 13:34
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	13.03.23 08:00-...	trg Supplier DE Hi...	×	316284		Sent	Success	 		09.03.23 11:27
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	15.03.23 08:00-...	trg Supplier DE Hi...	×	316503		Sent	Success	 		14.03.23 10:26
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	16.03.23 08:00-...	trg Supplier DE Hi...	×	316509		Sent	Success	 		14.03.23 11:26
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	17.03.23 08:00-...	trg Supplier DE Hi...	×	316575		Sent	Success	 		15.03.23 13:33
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	21.03.23 08:00-...	trg Supplier DE Hi...	×	316686		Sent	Success	 		17.03.23 09:33
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	24.03.23 08:00-...	trg Supplier DE Hi...	×	316919		Sent	Success	 		22.03.23 13:25
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	27.03.23 08:00-...	trg Supplier DE Hi...	×	316919		Sent	Success	 		23.03.23 11:49
<input type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	30.03.23 08:00-...	trg Supplier DE Hi...	×	321562		Sent	Success	 		28.03.23 10:24

The FPA is sent successfully

[Back](#) [Create FPA \(via Due Del. - grouped\)](#) [Upload FPA ▾](#) [Upload ASN based on FPA ▾](#) [Delete FPA](#) [Cancel FPA](#) [Reopen FPA](#) [Download ▾](#) [FPA Details / Edit](#)

34 matches of 34 entries: [Select all matches](#) | [Clear selection](#)

Entries per page

First Previous | Page of 4 | [Next](#) [Last](#)

Print the Transport Labels

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



My SupplyOn > Supply Chain Collaboration > Display FPA

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

FPA No.	315789	FPA date	02.03.23
		ASN ID:	315822
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe

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

General

Ship-from Location:	trg Supplier DE Himmelkron	Ship-to:	R. Bosch GmbH, ADC-Karlsruhe
Ship-from Address:	DE - 95502 Himmelkron - Training street 1	Ship-to address:	DE - 76227 Karlsruhe - Auf dem Breit4
Pickup Date:	03.03.23	Delivery Date:	06.03.23
Time from:	08:00	Time to:	17:00
Incoterms Code:	FCA - Free Carrier	Carrier Name:	
Incoterms Text:	Incoterms Text	Driver Contact:	
Transport Type:	Road Transport	Free Text (from Carrier):	
Means of Transport:		Load number:	
Reference ID for Means of Transport:		Volume (total Delivery):	
Carrier:	[Enter Carrier Address]	Loading Length (total Delivery):	
Free Text (for Carrier):		Hazard. Goods:	No
TO Number:	SON0000315789	Gross Weight (total Delivery):	2500 kg

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

2 of 10

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

Print selection

Standard ▾ Manage View ▾
[Close](#) [Save Draft](#) [Validate](#)

[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.

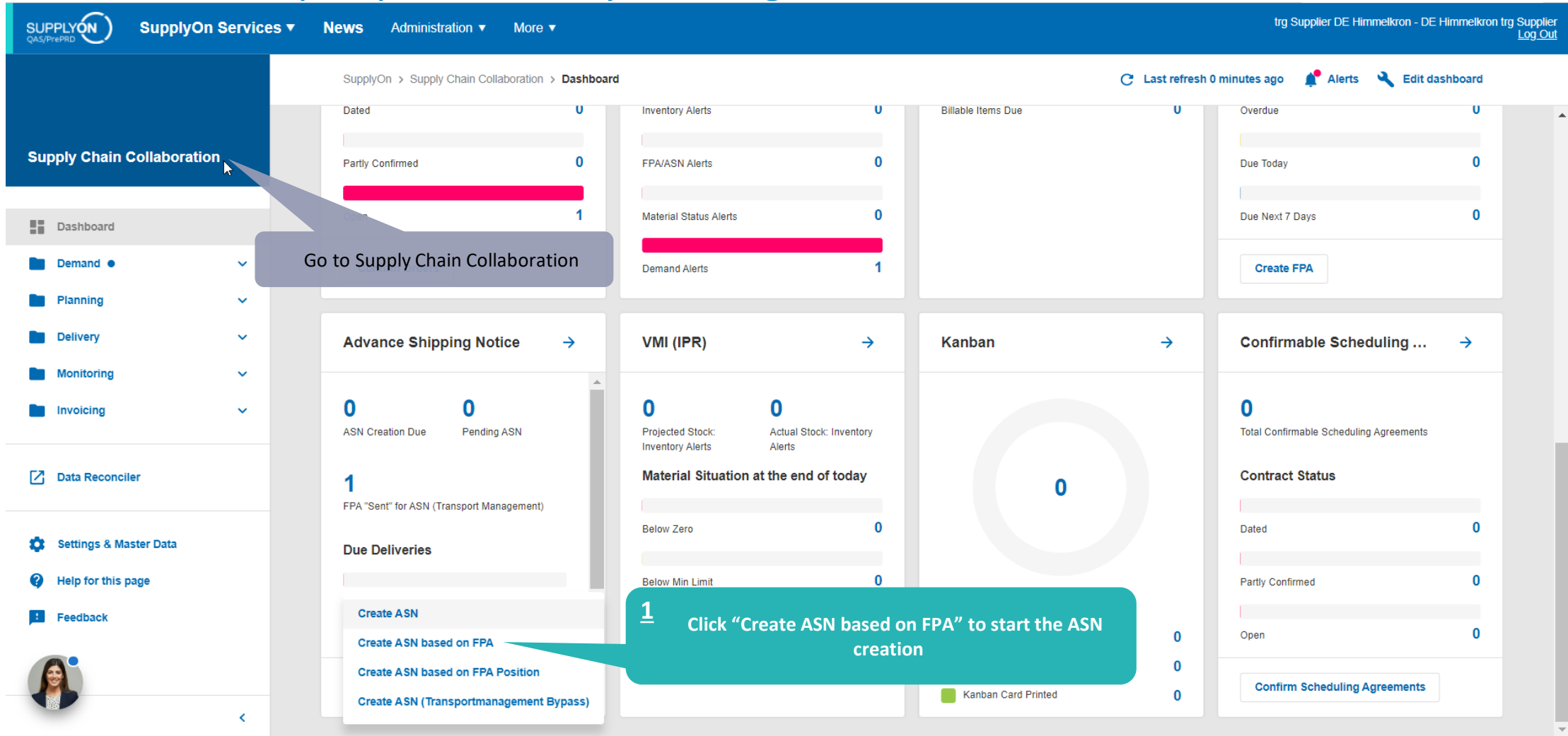
FPA Update (Conditional Step)



If your FPA data has changed (weight, volume...) please enter SupplyOn again and update the FPA as shown in the following slides

Conditional Step: Update FPA by sending an ASN

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



The screenshot shows the SupplyOn dashboard interface. The top navigation bar includes 'SUPPLYON QAS/PrePRD', 'SupplyOn Services', 'News', 'Administration', and 'More'. The user is logged in as 'trg Supplier DE Himmelkron - DE Himmelkron trg Supplier' with a 'Log Out' link. The dashboard title is 'SupplyOn > Supply Chain Collaboration > Dashboard'. The left sidebar contains a 'Supply Chain Collaboration' menu item, which is highlighted with a callout: 'Go to Supply Chain Collaboration'. Below this are sections for 'Dashboard', 'Demand', 'Planning', 'Delivery', 'Monitoring', 'Invoicing', 'Data Reconciler', 'Settings & Master Data', 'Help for this page', and 'Feedback'. The main dashboard area displays several widgets: 'Dated' (0), 'Partly Confirmed' (0), 'Inventory Alerts' (0), 'FPA/ASN Alerts' (0), 'Material Status Alerts' (0), 'Demand Alerts' (1), 'Billable Items Due' (0), 'Overdue' (0), 'Due Today' (0), 'Due Next 7 Days' (0), 'Advance Shipping Notice' (0 ASN Creation Due, 0 Pending ASN, 1 FPA 'Sent' for ASN), 'VMI (IPR)' (0 Projected Stock, 0 Actual Stock), 'Kanban' (0), 'Confirmable Scheduling ...' (0 Total Confirmable Scheduling Agreements), and 'Contract Status' (0 Dated, 0 Partly Confirmed, 0 Open). A dropdown menu is open under the 'Advance Shipping Notice' widget, listing four options: 'Create ASN', 'Create ASN based on FPA', 'Create ASN based on FPA Position', and 'Create ASN (Transportmanagement Bypass)'. A callout points to the 'Create ASN based on FPA' option with the text: '1 Click "Create ASN based on FPA" to start the ASN creation'. The 'Create FPA' button is visible in the 'Overdue' widget.

Conditional Step: Select FPA and create ASN

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



My SupplyOn > Supply Chain Collaboration > FPA Overview

Contact | Help for this page | Print

Quick Search | **Advanced Search**

Hide Search Area

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

My Search Profiles
 ▾

FPA | FPA Position(s)

Default View ▾




[Reset all Filters](#)

<input checked="" type="checkbox"/>	Customer	Customer site	Ship-to site	Unloading Point ...	Ship-To Address	Delivery Date/Time	Ship-from Location	Materi...	FPA No.	Source	FPA Status	TM Status	ASN Status	ASN Date	Carrier Name	Change Timestamp ▾	At
<input checked="" type="checkbox"/>	trg Bosch Auto...	trgAA-K250-Karl...	trgAA-K250-...	trgK250	R. Bosch GmbH, ...	06.03.23 08:00-...	trg Supplier DE Hi...	✖	315789		Sent	Success				02.03.23 13:25	

2 Select the FPA which you need to update

3 Click „Create ASN“

Conditional Step: Update, validate, and send the ASN

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



ASN No.	315789	ASN Date	02.03.23	FPA Status:	New
FPA No.:	315789	FPA ID:	315789		
Customer:	trg Bosch Automotive Aftermarket	Ship-to-Location:	trgK250 / R. Bosch GmbH, ADC-Karlsruhe	Unloading Point (Ship-to):	trgK250

Manage Documents

Complete ASN


Transport References

General

Ship-from Location:	trg Supplier DE Himmelkron	Ship-to:	R. Bosch GmbH, ADC-Karlsruhe
Ship-from Address:	DE - 95502 Himmelkron - Training street 1	Ship-to address:	DE - 76227 Karlsruhe - Auf der Breit4
Incoterms Code:	FCA - Free Carrier	Delivery Date/Time:	06.03.23 08:00
Incoterms Text:	Incoterms Text	Carrier Name:	
Transport Type:	Road Transport	Driver Contact:	
Means of Transport:		Free Text (from Carrier):	
Reference ID for Means of Transport:		Load number:	
Carrier:	[Enter Carrier]	Volume (total Delivery):	8,64 m³
Free Text (for Carrier):		Hazard. Goods:	No
TO Number:	SON0000315789	Gross Weight (total Delivery):	2500 kg
Waybill Number:		Net Weight (total Delivery):	
Transport Number:			

4 Update the entries you if you need to change

6 „Send“ ASN

Default View	Manage View	Reset all Filters								
Line	Amount of ...	Pack. Type HU	Total weight of ...	Length per ...	Width per HU...	Height per HU...	Hazard. Goods	Stacking F...	Total volume ...	Delivery Note Numb...
1	10	Euro-pallet	2 500	120	80	80		99	7,68	DN13042023

5 „Validate“ the data

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

1 entry: Select all matches Clear selection

Entries per page 20

First Previous Page 1 of 1 Next Last

Close Save Draft Validate Print Send

ASN overview

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



My SupplyOn > Supply Chain Collaboration > ASN Overview

ASN is sent successfully

Contact | Help for this page | Print

ASN was successfully sent

Quick Search Advanced Search

Add line | Delete line

Hide Search Area

Search Reset

My Search Profiles

Manage View

Advance Ship Notices

ASN Position(s)

Default View Manage View

Reset all Filters

ASN No.	ASN Status	Delivery Date/Time	Customer	Customer site	Ship-to site	Unloading Point (Sh...	FPA No.	FPA ...	Carrier Name	Material-based...	Change Timestamp	Requested Docu...	Attachments	Size of attach...	N
315789	Sent	06.03.23 08:00	trg Bosch Autom...	trgAA-K250-Karls...	trgAA-K250-Karlsru...	trgK250	315789	ASN		✗	02.03.23 13:46			0	0

The FPA status changed into ASN and herewith is the FPA update is completed

Back Create ASN Copy ASN Upload Delete ASN Request ASN Withdrawal Download ASN Details / Edit Show related ASN Position(s) Create Invoice Print

1 match of 1 entry: Select all matches Clear selection

Entries per page 50

First Previous Page 1 of 1 Next Last



Thank You