

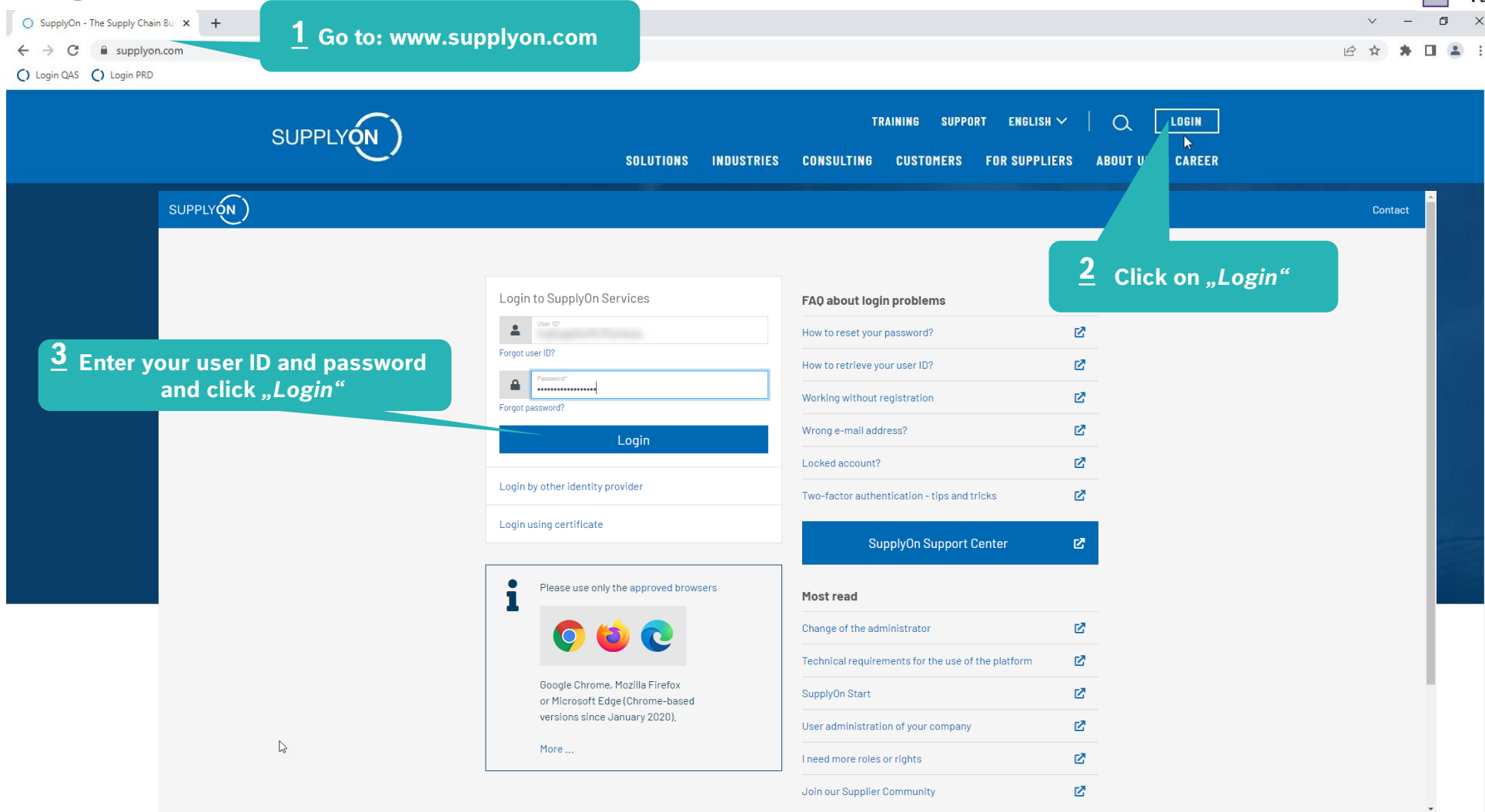
A decorative header at the top of the page consisting of several overlapping, semi-transparent geometric shapes (triangles and polygons) in a gradient of colors: red, purple, blue, cyan, and green.

Click Guide

Web_ASN_No_Pack_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, and CAREER. A 'LOGIN' button is located in the top right corner of the header. 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 links for 'Login by other identity provider' and 'Login using certificate'. A message box states: 'Please use only the approved browsers' followed by icons for Google Chrome, Mozilla Firefox, and Microsoft Edge, with the text 'Google Chrome, Mozilla Firefox or Microsoft Edge (Chrome-based versions since January 2020). More ...'. To the right of the login form is a section titled 'FAQ about login problems' with links for: 'How to reset your password?', 'How to retrieve your user ID?', 'Working without registration', 'Wrong e-mail address?', 'Locked account?', 'Two-factor authentication - tips and tricks', 'SupplyOn Support Center', 'Most read' (including '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').

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**



QAS/PrsPRD

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trg Supplier PL Piotrkow - PL Piotrkow trg Supplier
[Log Out](#)

SupplyOn > Home

 Last refresh 1 minute ago  Edit dashboard



trg Supplier PL Piotrkow
trg Supplier PL Piotrkow

 Home

 [Help for this page](#)

 [Feedback](#)

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

1

No substitute user administrator

Please assign a user.

1

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 →



Access the demand and delivery processes including E-Invoicing.

Open

4

Click on „Open” or on the arrow in order to open the „Supply chain collaboration” module

<https://webedi.application.qas.supplyon.com>

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

Confirm Scheduling Agreements

FPA overview (All)

Select plant and create FPA

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

SUPPLYON
QAS/PrePRD

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trg Supplier PL Piotrkow - PL Piotrkow trg Supplier
Log Out

SupplyOn > Supply Chain Collaboration > Due Deliveries (grouped)

Supply Chain Collaboration

Dashboard

Demand

Planning

Delivery

Monitoring

Invoicing

Issue Center

Settings & Master Data

Help for this page

Due Deliveries (grouped)

+ Create FPA

Show Due Deliveries

Show Extra Shipments

Download ▾

FPA without a Due Delivery? Create

1 applied search criterion X

Search

Advanced search

View

☐	Organizati...	Customer	Site code (ship-to)	Ship-to site	Unloading point (ship-to)	Currency	FPA required	FPA exists	Available for extra ship
☐	BOSCH	trg Robert Bosch GmbH, Werk Reutlin	trg0800		AEA37		30	6	4

6

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

Make sure the filter „Advanced Search“ is set correctly

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

Rows per page: Auto ▾ 1-1 of 1 |< < > >|

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

Rows per page: Auto 0-0 of 0

Select Due Deliveries Line(s)

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



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Supply Chain Collaboration

 Dashboard

 Demand ● ▾

 Planning ▾

 Delivery ▾

 Monitoring ▾

 Invoicing ▾

 Issue Center

 Settings & Master Data



SupplyOn > Supply Chain Collaboration > Due Deliveries Overview

Due Deliveries

Download ▾

 Create FPA

4 applied search criteria ✕

 Search

 Advanced search

 View

 Delivered outside SupplyOn

1 row selected

☐	Material (Custo...	Material Descr. (...	Site code (S...	Ship-to site	Ship-to	Unloading Point (...	Order Number	Delivery Date	Pickup
☒	1270031014	Steel substrate C...	trg0800		RtP1	AEA37	55293751/001	2023/03/14, 00:00	202
☐	1270031014	Steel substrate C...	trg0800		RtP1	AEA37	55293751/001	2023/04/04, 00:00	202
☐	1270031014				RtP1	AEA37	55293751/001	2023/04/18, 00:00	202
☐	1270031014				RtP1	AEA37	55293751/001	2023/05/02, 00:00	202
☐	1270031014	Steel substrate C...	trg0800		RtP1	AEA37	55293751/001	2023/05/26, 00:00	202
☐	1270031014	Steel substrate C...	trg0800		RtP1	AEA37	55293751/001	2023/06/05, 00:00	202
☐	1270031014	Steel substrate C...	trg0800		RtP1	AEA37	55293751/001	2023/07/03, 00:00	202
☐	1270031037	STEEL SUBSTRA...	trg0800		RtP1	AEA37	55296465/001	2023/07/17, 00:00	202

Rows per page: Auto ▾

1-8 of 11



Overview 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

FPA No.315714

FPA date01.03.23

FPA Status:New

Customer:trg Robert Bosch GmbH, Werk Reutlin

Ship-to-Location:trg0800 / RtP1

Unloading Point (Ship-to):AEA37

Select FPA Positions

Manage Documents

Complete FPA

Transport References

Default View

Manage View

Reset all Filters

☒	Line	Material (Customer)	Material (Supplier)	Pickup Date	FPA Creation Due Date	FPA ...	Proposed ...	Delivery ...	UoM	Warning	Pack. Data ...	Packing Profile	Order No.	Order Pos.	Batch Number	Eng. ...	Del. Note No.
☒	1	1270031014		04.01.23 00:00	03.01.23 11:00	0	16 308	16 308	EA			<manual data entry>	55293751/001	-			

Extra Shipment

Due Del. in Status "FPA exists"

Due Del. in Status "FPA required"

Complete Due Del. List

You can add further Materials (due deliveries)

Add New Line

Copy Line

Delete Line

Calculate Packing

Create One-Level Packing

1 entry:

Select all matches

Clear selection

Entries per page20

First

Previous

Page1 of 1

Next

Last

Close

Save Draft

Validate

Print

Send

Conditional Step: Upload a Document

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



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trg Supplier PL Piotrkow - PL Piotrkow trg Supplier
Log Out

My SupplyOn > Supply Chain Collaboration > Create FPA

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Data saved in session

1 Go to: „Manage Documents“

FPA No. 315678 FPA date 28.02.23 FPA Status: New
Customer: trg Robert Bosch GmbH, Werk Reutlin Ship-to-Location: trg0800 / RtP1 Unloading Point (Ship-to): AEA37

Select FPA Positions **Manage Documents** Complete FPA Transport References

Upload and Assign

Document Type

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

Assign all

Uploaded

Document

Assign

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

Open Cancel

2 Click „Upload and Assign“

3 Click on browse to open your explorer

4 Select a document

5 Click on „Open“

Conditional Step: Classify a Document

-  Main Step
 -  Optional/Conditional Step
 -  Further details/information
- [Interactive Tours](#)

My SupplyOn > Supply Chain Collaboration > Create FPA

FPA No. 39812

Customer: trg Ro

Select FPA Positions

Upload and Assign

Document Type

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: PDF, XLS, XLSX, JPG, JPEG

SON0023216256.pdf (421 kB)

Assigned

6 Assign the Document

8 "Confirm" to upload the document

Cancel

Confirm

Assign Uploaded Documents

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

Uploaded Documents*

SON0023216256.pdf

Document Type*

DN1, Delivery note 1

7 Choose the document type from the drop-down menu

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 **BOSCH**

Check the data and validate FPA

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

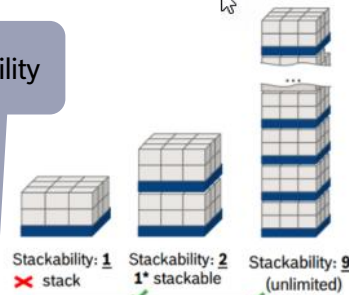
[SupplyOn Services](#)[News](#)[Administration](#)[More](#)[trg Supplier PL Piotrkow - PL Piotrkow trg Supplier](#)
[Log Out](#)[My SupplyOn](#) > [Supply Chain Collaboration](#) > [Create FPA](#)[Interactive Tours](#)[Contact](#) | [Help for this page](#) | [Print](#)**Data saved in session**

FPA No. **315678** FPA date **28.02.23** FPA Status: New
Customer: **trg Robert Bosch GmbH, Werk Reutlin** Ship-to-Location: **trg0800 / RiP1** Unloading Point (Ship-to): **AEA37**

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

Ship-from Location: **trg Supplier PL Piotrkow**
Ship-from Address: **PL - 97-300 Piotrkow Trybunalski -
Training street 1**
Pickup Date: **01.03.23**
Time from: 08:00 to: 17:00
Incoterms Code: **FCA - Free Carrier**
Incoterms Text: **Free Carrier**
Transport Type: **Road Transport**
Means of Transport:
Reference ID for Means of Transport:
Carrier: **[Enter Carrier Address]**
Free Text (for Carrier):
TO Number: **SON0000315678**
Equipment Type:
Equipment Number:
Transport Number:

Ship-to: **RiP1**
Ship-to address: **DE - 72770 Reutlingen -
Auchterstrasse 9**
Delivery Date: **06.03.23**
Time from: 08:00 to: 17:00
Carrier Name:
Driver Contact:
Free Text (from Carrier):
Load number:
Volume (total Delivery): **8,64 m³**
Loading Length (total Delivery): **LM**
Hazard. Goods: **No**
Gross Weight (total Delivery): **2200 kg**
Net Weight (total Delivery): **0 kg**

Check the stackability**9 Enter amount of handling units,
weight and measurements****10 „Validate“ the data**

	Amount of ...	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	Total volume ...	Load Length HU ...
1	10	Euro-pallet	2 200	120	80	90		99	8,64	

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

Print the Transport Label and send FPA

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

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trg Supplier PL Piotrkow - PL Piotrkow trg Supplier
Log Out

My SupplyOn > Supply Chain Collaboration > Create FPA

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Data saved in session

FPA No. 315680 FPA date 28.02.23 Shipping Notification Status: New
Customer: trg Robert Bosch GmbH, Werk Reutlin Ship-to-Location: trg0800 / RTP1 Unloading Point (Ship-to): AEA37

[Select FPA Positions](#)[Manage Documents](#)[Complete FPA](#)[Transport References](#)

General

Ship-from Location: trg Supplier PL Piotrkow
Ship-from Address: PL - 97-300 Piotrkow Trybunalski - Training street 1
Pickup Date: 01.03.23
Time from: 08:00 to: 17:00
Incoterms Code: FCA - Free Carrier
Incoterms Text: Free Carrier
Transport Type: Road Transport
Means of Transport:
Reference ID for Means of Transport:
Carrier: [Enter Carrier Address]
Free Text (for Carrier):
TO Number: SON0000406763
Transport Number:

Ship-to: RTP1
Ship-to address: DE - 72770 Reutlingen - Auchterstrasse 9
Delivery Date: 08.03.23
Time from: 08:00 to: 17:00
Carrier Name:
Driver Contact:
Free Text (from Carrier):
Load number:
Volume (total Delivery):
Loading Length (to):
Hazardous goods: No
Gross Weight (total Delivery): 2200 kg
Net Weight (total Delivery): 0 kg

11 Print the relevant label and send the FPA

Default View Manage View

Line	Amount HU	Pack. Type HU	Weight HU Pos.(kg)	Length HU(cm)	Width HU(cm)	Height HU(c...	Hazard. Goods	Stacking Factor	Volume HU Pos.(m³)	Load Length HU Pos.(LM)	Delivery note number HU	UN Danger Code
1	10	Euro-pallet	2 200	120	80	90		1	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

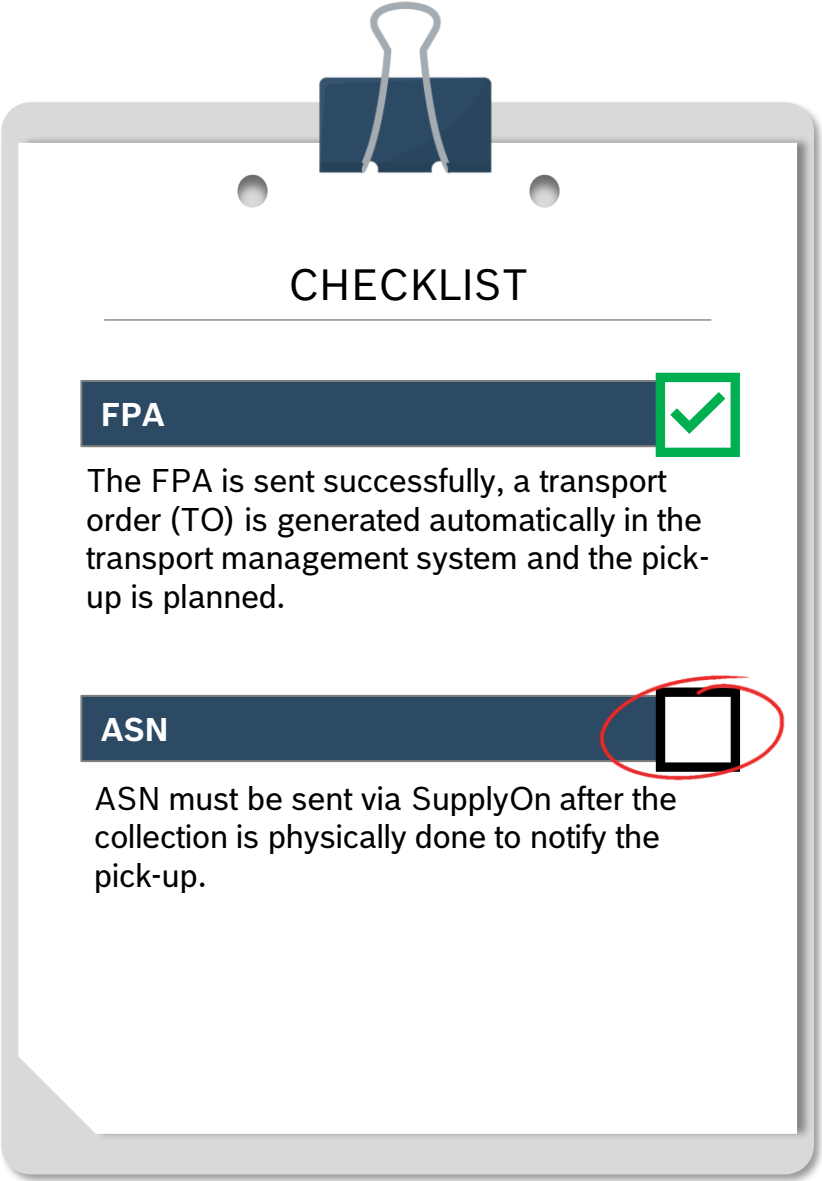
First Previous Page

Close Save Draft Validate

- ☐ 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 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

QAS/PrePRD

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SupplyOn > Supply Chain Collaboration > Dashboard

Last refresh 2 minutes ago Alerts Edit dashboard

Supply Chain Collaboration

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Demand

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Invoicing

Data Reconciler

Settings & Master Data

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Feedback

 1

Dated 0

Inventory Alerts 0

Billable Items Due 0

Overdue 8

Partly Confirmed 0

FPA/ASN Alerts 0

Due Today 2

Due Next 7 Days 3

Material Status Alerts 0

Demand Alerts 10

Create FPA

Advance Shipping Notice →

VMI (IPR) →

Kanban →

Confirmable Scheduling ... →

ASN Creation Due 0

Pending ASN 0

Projected Stock: Inventory Alerts 0

Actual Stock: Inventory Alerts 0

Material Situation at the end of today

Below Zero 0

Below Min Limit 0

FPA "Sent" for ASN (Transport Management) 0

Due Deliveries

Contract Status

Dated 0

Partly Confirmed 0

Open 0

Confirm Scheduling Agreements

Create ASN

Create ASN based on FPA

Create ASN based on FPA Position

Create ASN (Transportmanagement Bypass)

Kanban Card Printed 0

Go to Supply Chain Collaboration

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

Select FPA and create ASN

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



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Log Out

My SupplyOn > Supply Chain Collaboration > FPA Overview

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Quick Search | Advanced Search

Add line | Delete line

Hide Search Area

My Search Profiles

Manage View ▾

FPA

FPA Position(s)

Default View ▾

Manage View ▾

Reset all Filters

☐	Customer	Customer site	Ship-to site	Unloading Point ...	Ship-To Address	Delivery Date/Time	Ship-from Location	Materi...	FPA No.	Source	TM Status	ASN Status	ASN Date	Carrier Name	Change Timestamp ▾	FPA Status	At
☒	trg Robert Bosc...	trgAE-0800-RTP1		AEA37	RtP1, Auchtertstra...	06.03.23 08:00-...	trg Supplier PL Pi...	✓	315680	Delivery Inst...	Success				28.02.23 21:08	Sent	

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

14 Click on „Create ASN“

Back Create ASN

4 matches of 4 entries:

Entries per page 50 ▾

Page 1 of 1

Enter the Delivery Note Number

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

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

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

ASN No.	315680	ASN Date	28.02.23	FPA Status:	New
FPA No.:	315680	FPA ID:	315680		
Customer:	trg Robert Bosch GmbH, Werk Reutlin	Ship-to-Location:	trg0800 / RtlP1	Unloading Point (Ship-to):	AEA37

[Select ASN Positions](#)[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 ...	Delivery ...	UoM	Warn...	Pack...	Packing Profile	Batch Number	Eng. ...	Order No.	Order Pos.
☒	1	Example12541	010	1270031014	04.01.23 00:00	16 308	16 308	EA			<manual data entry>			55293751/...	-

15 Enter the delivery note number

[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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Validate and send the ASN

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



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Log Out

My SupplyOn > Supply Chain Collaboration > Create ASN

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Data was successfully validated

ASN No.	315680	ASN Date	28.02.23	FPA Status:	New
FPA No.:	315680	FPA ID:	315680		
Customer:	trg Robert Bosch GmbH, Werk Reutlin	Ship-to-Location:	trg0800 / RtP1	Unloading Point (Ship-to):	AEA37

Select ASN Positions

Manage Documents

Complete ASN

Transport References

General

Ship-from Location: trg Supplier PL Piotrkow
Ship-from Address: PL - 97-300 Piotrkow Trybunalski -
Training street 1
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: SON0000315680
Waybill Number:
Equipment Type:
Equipment Number:
Transport Number:

Ship-to: RtP1
Ship-to address: DE - 72770 Reutlingen -
Auchterstrasse 9
Delivery Date/Time: 06.03.23 08:00
Carrier Name:
Driver Contact:
Free Text (from Carrier):
Load number:
Volume (total Delivery): 8,64 m³
Hazard. Goods: No
Gross Weight (total Delivery): 2200 kg
Net Weight (total Delivery): 0 kg

17 „Send“ ASN and herewith
the process is completed

16 Edit the HU data if needed then click on
„Validate“

Default View

Manage View

Line	HU Pack.Mat.No. (C...	HU Pack.Mat.Descr...	Amount of...	Pack_Type HU	Total weight of...	Length pe...	Width per H...	Height per ...	Hazard. Goods	Stacking F...	Total volum...
1			10	Euro-pallet	2 200	120	80	90		99	8,64

Close Save Draft Validate

Print- Send



Thank You