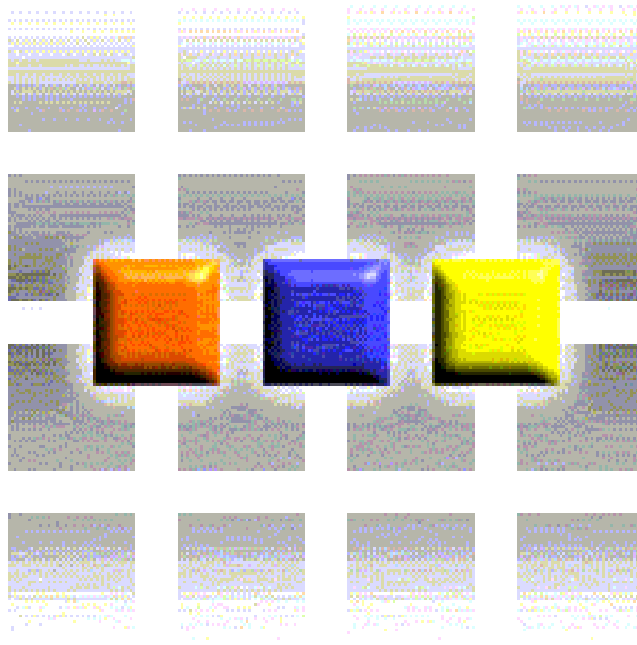


WebEDI



SCS Supply Ch Solutions

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1. Preface

1.1 Intention of the WebEDI Application

In today's information society it is decisive for the success of a business enterprise to get early and comprehensive information. Therefore, the setting up of optimal data exchange with business partners is one of the most important pre-requisites to be able to survive in the face of competition. This objective has gained special significance in the age of information technology because the Internet provides completely new possibilities to design communication channels between business partners.

While communication with business partners used to be primarily by means of letters and faxes that were expensive, time-consuming and often of poor data quality, the Internet allows us to optimize communication in an easy way not associated with high investment costs.

In the course of our e-business strategy we therefore started the project "WebEDI" to improve the exchange of data with suppliers who are not yet connected with us via EDI. In the WebEDI system, the data to be transmitted to a business partner are deposited on a web server where a supplier may log on with a password and then has the possibility of looking at the data, printing them or downloading them in various formats.

1.2 The Objective of the WebEDI Solution

The introduction of the WebEDI system for data communication traffic with our suppliers aims at the following:

- establish a data link similar to EDI via the Internet
- optimize the cooperation with our suppliers by early notice of delivery instructions, Orders and ERSs/SBIs
- optimize the goods receiving process by using the delivery and shipment data transmitted to the WebEDI server by the supplier
- improve data quality compared to previously used media
- reduce rework and subsequent registration work
- reduce the number of input errors made by customers and suppliers, thus reducing the number of inquiries, misunderstandings etc.
- simplify the delivery process from dispatch at the suppliers to the payment of the invoice
- high availability of the solution (7 days, 24 hours)
- standardisation via the German Association of the Automotive Industry (VDA - for Germany) or ODETTE (international)

Finally, the WebEDI solution as part of our Internet portal is a component of the process to integrate our suppliers to significantly improve our cooperation throughout the entire procurement process.

2. General Information

2.1 Concept

The WebEDI solution is based on a flow of information within the planning systems (ERP systems) of the customer. This flow of information begins with the drawing up of supply schedules and also includes the placing of orders or delivery instructions, the goods delivery process right through to the payment process (ERSs/SBIs, notices of payment etc.).

Four functions have been put into practice in the WebEDI solution so far:

- **Function Delivery Instructions** ([Chapter 3.4.2](#))

Here, the supply schedules calculated are made available to the supplier in the form of delivery instructions. The supplier logs on to WebEDI via the Internet and can then view the current delivery instructions there.

- **Function Order** ([Chapter 3.4.5](#))

The customer sends the supplier orders directly out of scheduling, which the supplier can then call up in WebEDI.

- **Function Delivery and Transport Data** ([Chapter 3.4.3](#))

The supplier registers his shipment, transport and delivery note data in WebEDI. The customer takes over these data in his backoffice systems and uses them as a basis for organising his incoming goods and production logistics.

- **Function ERS/SBI** ([Chapter 3.4.4](#))

The accounting process is simplified by this function in that ERSs/SBIs are generated for the goods accepted and booked at the customer's and then made available to the supplier in WebEDI.

In addition, the user has the following supporting functions available:

- **Sending of messages**

Suppliers can send the planners or purchasers at the customer's a message directly from the solution without having to enter an e-mail address. The reference is sometimes included as well.

- **Sending messages and warnings**

To prevent any messages sent through WebEDI being overlooked, messages or warnings are generated after a fixed period (currently exclusively per e-mail).

The above-mentioned functions are the a first step towards putting the entire logistics regarding the procurement process on a new foundation TOGETHER with suppliers in order to be fit for future challenges.

Further functions in connection with modern logistics concepts such as KANBAN as well as extended accounting functions such as notices of payment etc. are already being considered, but will only be defined and introduced at a later phase for WebEDI.

2.2 Roles in the WebEDI Solution

Within WebEDI, various roles have been defined for reasons of security to guarantee both the reliable separation of data (information is supplier-specific and can only be accessed by the client it pertains to) as well as the separation of administrative tasks from the daily jobs within the solution. The latter include the processing of delivery instructions, orders, delivery advice notes or ERSs/SBIs.

The term client in the WebEDI means an entity which ensures that data from legally separate companies are shown separately. This is a requirement made on the WebEDI solution by German law.

The table below shows the roles and their respective functions and supplementary information which are to be used by the supplier participating in the WebEDI.

<i>Role</i>	<i>Function</i>	<i>Comment</i>
Supplier User	Productive application of the WebEDI solution.	<p>This user is set up by the admin-user. In addition, the admin-user assigns rights to the user within the WebEDI solution.</p> <p>The rights that can be assigned are: delivery instructions (DI), registration of delivery and transport data (ASN), ERSs/SBIs (CN), orders and download.</p>
Supplier Admin-user	Setting up/administration of users with the "supplier user" role.	<p>Functions include:</p> <ul style="list-style-type: none"> • Setting up and Administration of the master data for each supplier user. • Assignment of rights per supplier user (=> assignment of modules DI, ASN, CN, Order, download) • Recipient of warning mails and messages generated by the WebEDI solution (can be forwarded to user) • Only WebEDI contact for/to CUSTOMER with regard to any questions that may arise • Connection of users despite different clients • Updating of supplier address • Setting up dispatch templates

2.3 General Issues Regarding the Solution

Due to their market domination, this description only explains Windows PCs with the browser Internet Explorer. The following chapter applies by analogy to other systems.

Minimum requirements on the PC

- Pentium PC with at least 133 MHz clock frequency and 64 MByte RAM
- Monitor with a minimum resolution of 800 x 600 pixels and 256 colours, which should be at least 17" in size
If you use a 15" monitor, the resolution has to be 1024 x 768
- 32-bit operating system, e.g. WinNT, Win2000, Win98, Win95
(Win95 is only recommended with restrictions)
- Microsoft Internet Explorer, from version 5.0
[Netscape Communicator/Navigator is no longer supported due to its reduced significance on the market];
Due to a browser error it is only possible to use I-Explorer version 5.5 with service pack 2.
- Adobe Acrobat Reader from version 4 (source: see [chapter 4.5](#))
If you have problems with data display ("empty page") we recommend deactivating browser integration in the Acrobat settings

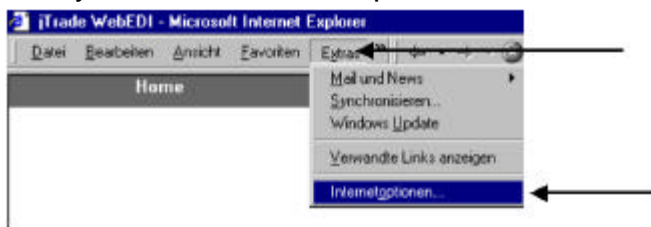
Recommended PC settings

To avoid problems with representation, the small fonts setting should be used for the computer accessing the WebEDI application. In addition, the font size in the view of the I-Explorer should be "medium" at the most.

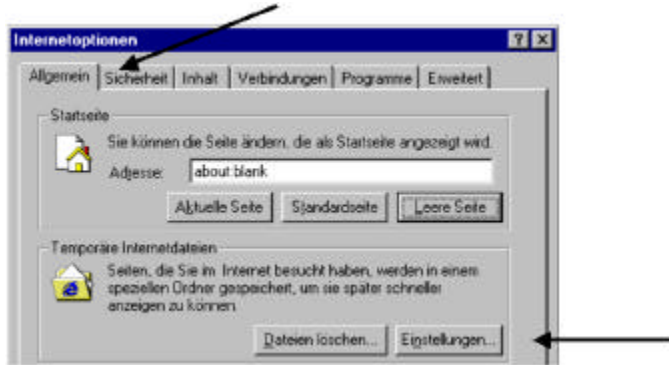
Browser settings

- a. Java script must be activated, and ActiveX must be allowed for calling up Acrobat
- b. Cookies must be allowed
- c. Caching must be switched off

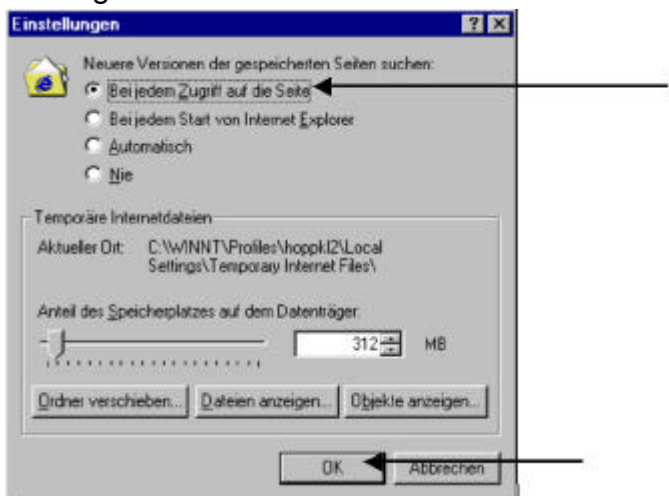
Screenshots of Internet Explorer 5 settings are shown below.
Firstly, for items a. to c., open the menu item "Internet Options":



To switch off caching (item c.) select the "Settings" button in the "General" card:



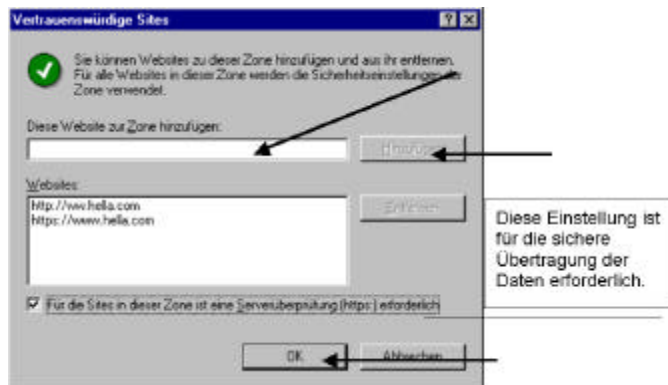
Finally, select "Every time page is accessed" in the "Settings" window and confirm by clicking OK.



To set items a. and b. select the "Security" card in the "Internet Options" menu. Select the item "Trustworthy sites" and confirm with the "Sites" button.



After that, enter the WebEDI URL (see information from your client administrator) and add it to the trustworthy zone by clicking the "Add" button. Confirm by clicking OK.



These are all the entries required to use the WebEDI application with Internet Explorer, version 5.x.

Periphery

A PC with Internet access meeting the minimum requirements is absolutely sufficient for pilot launch. However, the use of an up-to-date PC is more favorable, since it ensures no time losses due to lack of computing speed.

Additional note:

If you plan to install a printer for the WebEDI solution, you should take into account that it must be capable of printing machine-readable bar codes. This function is available within the function "ASN acquisition" in the WebEDI solution.

Internet access (minimum / recommended)

Any type of access can be used. However, the provider should guarantee a minimum transfer rate of 33.6 Kb/s, as this has an immediate effect on the download times within the WebEDI solution.

It is up to the supplier whether to use a dial connection or a dedicated line. The provider can also be freely chosen.

Notes on response times

The response times of the application depend strongly on the type of Internet connection, the performance of the provider and the general speed within the Internet.

The "ASN acquisition" function requires the use of a printer that should be capable of at least 600 dpi.

2.4 Information on the Following Description

The following are screenshots from a test client of the current productive state of the solution, i.e. the pages do NOT contain real data. The structure of the pages can be used by analogy for different clients, however, in other words the application functions in the same way for every client, so that the only contents that differ are the ones for which individual customers are responsible.

3. Description of the Solution

The structure of the WebEDI application including the forms used is based on the VDA recommendation on WebEDI issued in December 2000 and updated regularly. The possibility of integrating companies' own requirements have been exploited within the context of the recommendation.

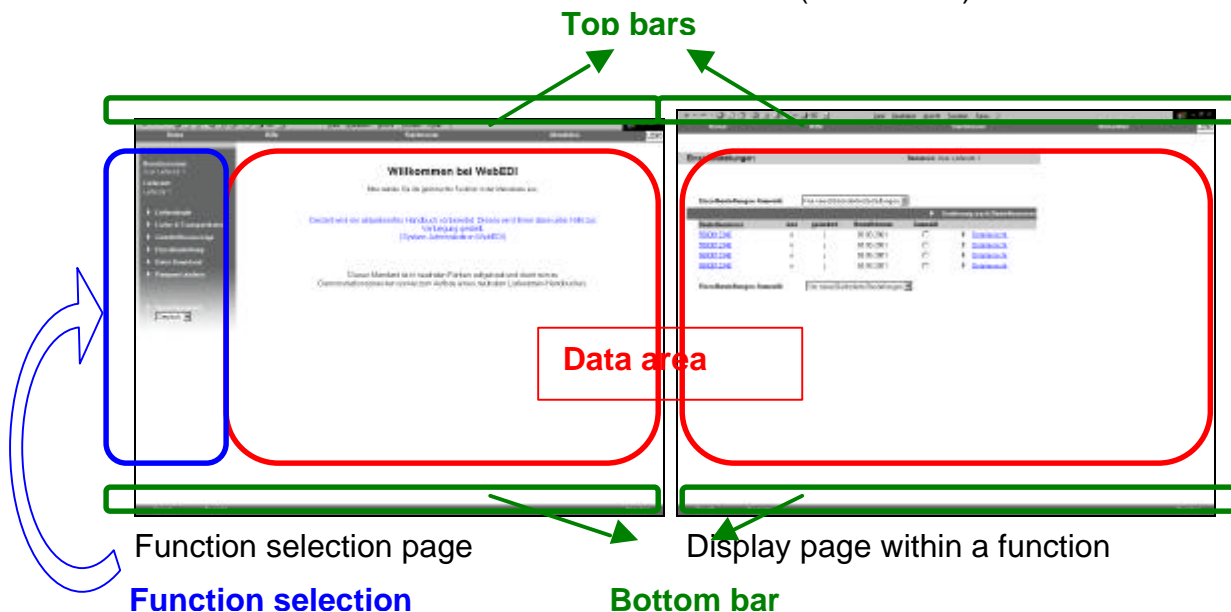
3.1 Structure of this Description

This description is intended to become a comprehensive manual of the WebEDI application. This means it will grow bigger as the application develops, i.e. that the manual will be extended as new functions are integrated.

The chapters begin with a Preface ([chapter 1.](#)), followed by General Information ([chapter 2.](#)) and are followed by information on Handling ([chapter 3.](#)) - separated according to User ([chapter 3.3 + 3.4](#)) and Administrator ([chapter 3.3 + 3.5](#)) and end with additional specialized information ([chapter 4.](#)). The objective is to provide a vivid explanation of how to use the web sites by showing screenshots and designing the manual in the form of a work of reference.

3.2 Information on the General Form Structure

The WebEDI forms are divided into various areas (see sketch).



Top and bottom bars, sometimes with differing elements, are shown on every page. The top bar provides fundamental control elements applicable throughout the WebEDI solution.

Top bar

The complete structure is illustrated in the following. Please note that some control elements are not yet in use, particularly on the first pages.



Home	Link to the customer's home page on the Internet. If you click this button you will leave the current session, but you can return using the browser's standard function.
Help	Opens the online help (PDF file) Displays this present description. This will always contain the most recent version of the description, so you can check if the printed version you have is still up to date.
Start menu	Link to the function selection page If you are deep inside the solution and wish to return to the selection page, use this function to jump there directly.
Log off	Link to the log-on page This will terminate your current WebEDI session and return you to the log-on page where you can choose to log on as another user or leave the application.
Logo	This logo shows you which company you are currently linked with. This is important because all the WebEDI applications based on the VDA recommendation are structured in a similar way. Additionally, this is a linked back to the customer's home page.

Bottom bar

The bottom bar changes depending on the web pages used, i.e. it displays control elements for the function branch currently being used. Explanations of the elements displayed are given for each respective page.

Below is an example of a bottom bar:

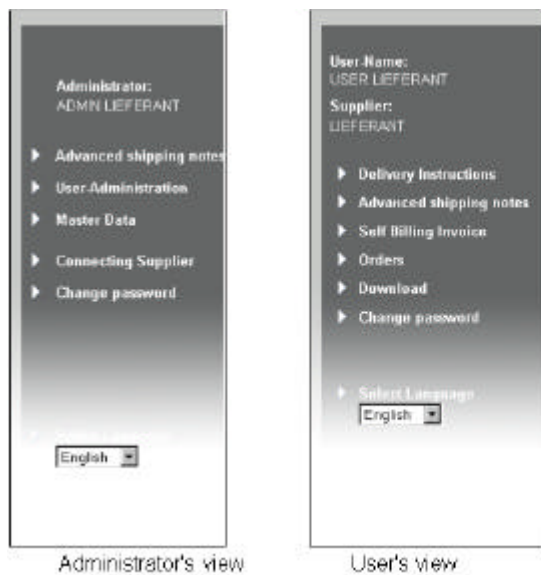


The three elements "Back", "Contact" and "Print" are always in the same place on a page - provided they are used.

Back	Back to the previous page
Contact	Opens an e-mail form with the recipient already entered
Print	Prints the current page

Note: The mail program in use on this PC must be selected in the Internet options of the browser.
(see "Extras => Internet-Options => Programs")

Function selection bar



The function selection is displayed on the left-hand side in the area between the top and bottom bars after you log on and is used to select the function to be processed next.

The two examples show that the design and the contents of this menu bar depend on who is using the solution.

The structure of the bars is as follows:

- Indication of the user's name
- The functions available
- Language option

The purpose and the handling of the functions are explained in the following description.

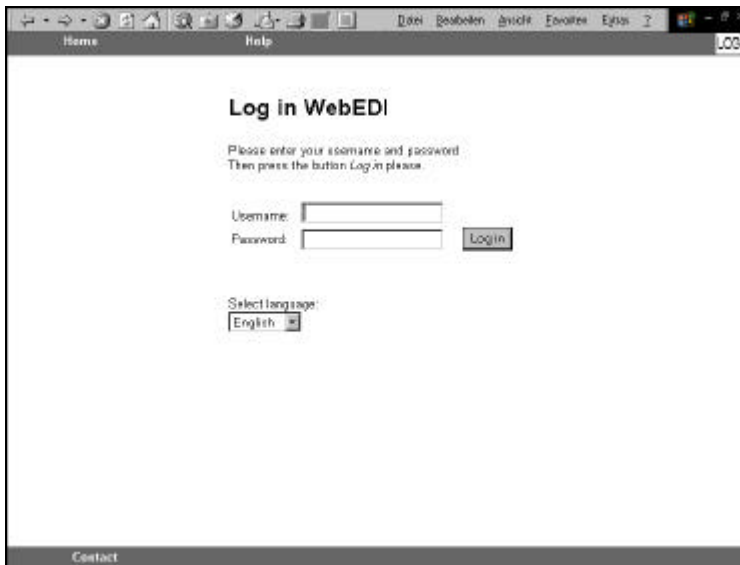
Data area

The data area in which all important contents are shown is the area on the right-hand side of the function selection bars (provided they are shown) as well as the area between the top and bottom bars.

The design and the contents are explained in more detail in the following description.

3.3 Logon

The start page is identical for all users and roles within WebEDI. The structure of subsequent pages then depends on the role assigned to the respective user when it was set up. The different sequences are described in the following chapters.



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: To log onto the WebEDI application, enter your "User name" and "Password" in the input fields, then click on the "Logon" button to start verification.
In addition, you have the possibility of selecting a language other than German for the form sequence. When you leave the WebEDI solution the language used last will be stored in the user data and preset the next time you log onto the application.

Note on the language selection:

All the terms selected within the application are taken from language tables. Functions and the contents of messages are not affected, i.e. they remain unchanged even if the language version is changed.

3.4 Using the Forms

3.4.1 Selection page



The page shown above is the start page for the Supplier User AFTER successful login. From this page s/he can select one of the functions shown on the left-hand side for processing.

Pre-requisite for the functions visible in the left-hand frame is the respective assignment of the user by the Supplier Administrator!

Structure of the page:

Top and bottom bars:	See chapter 3.2
Function bar:	Available functions are shown
Data area:	Welcome and general information

Handling:

Selection of one of the links for further processing.

"Delivery instructions" are explained in [chapter 3.4.2](#), "Advanced Shipping Notes" in [chapter 3.4.3](#), "ERS/SBI" in [chapter 3.4.4](#), "Orders" and their use can be found in [chapter 3.4.5](#), the general function "Download" is explained in [chapter 3.4.6](#).

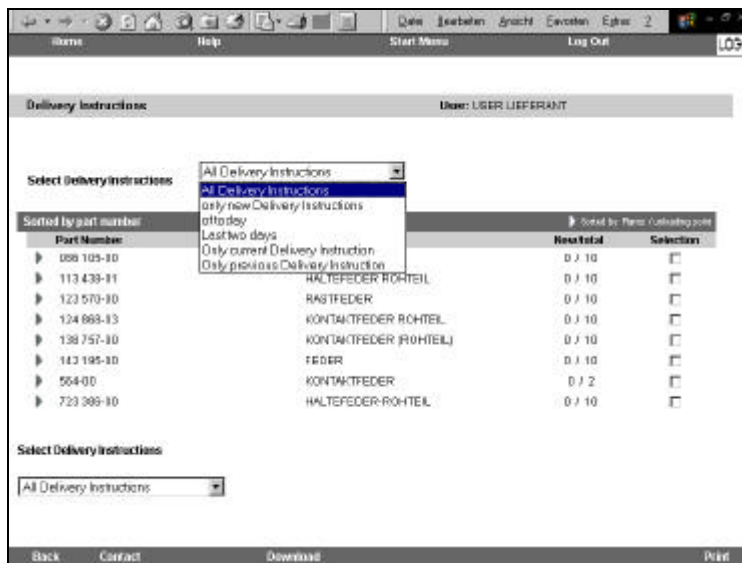
The "Change password" function is designed in the usual way, i.e. the old password is required to change the password and the new password has to be repeated for confirmation.

Additional information: To accommodate individual user habits, the settings last used by a user when logging off are stored for use the next time the same user logs on. This is valid for the following individual functions within WebEDI:

- * Delivery instructions (sorting and selection)
- * Orders (sorting and selection)
- * ERSs/SBIs (selection)

3.4.2 Function branch Delivery Instructions

3.4.2.1 Delivery Instructions – Display of Delivery Instructions (sorted by part numbers)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Limitation of the selection, collective print-out

Handling: This page shows how many new items are listed under the heading "New/Total" sorted according to part numbers. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded. If one of these functions has already been used, the respective item is no longer marked "new".

The extent of the details displayed can be changed using the selection box "Select Delivery Instructions". At the moment, the following selections are available: All delivery instructions, Only new delivery instructions, of Today, Last two days, Only current Delivery Instruction, Only previous Delivery Instruction.

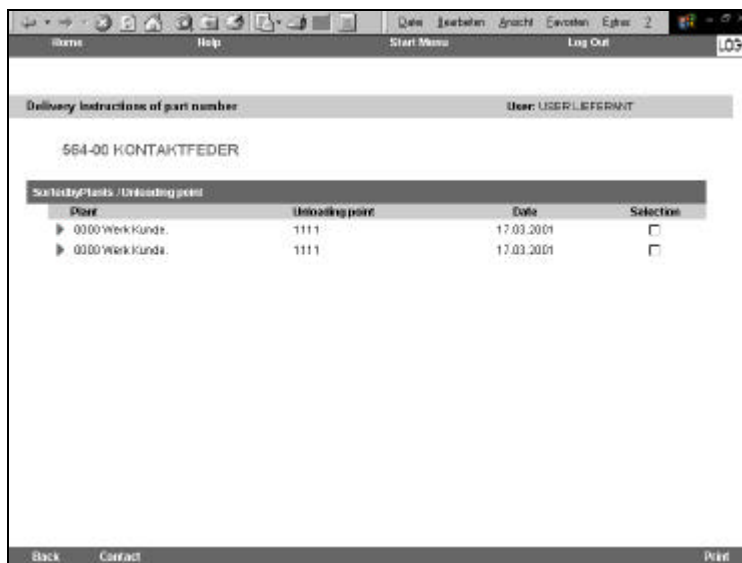
Using the selection box in the "Select" column you can enter the part numbers for which you would like to print ALL the individual items. By clicking on the name of a part number directly, you will be connected to a subsequent page which is explained in [chapter 3.4.2.2](#).

Via the link "Sorted by plant/unloading point" you can also move to this sorting option. This can make sense if a supplier organizes his production logistics according to plants to be supplied, for example. This type of sorting is described in [chapter 3.4.2.3](#).

The "Download" link leads to an extra page (refer also to [chapter 3.4.2.6](#)), which makes the selection of EDI messages possible in different file formats.

Tip: When used regularly, the display can be limited to the current Delivery Instructions by selecting "Only new delivery instructions". This is a help when viewing data.

3.4.2.2 Delivery Instructions – Display of Delivery Instructions of a part number



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

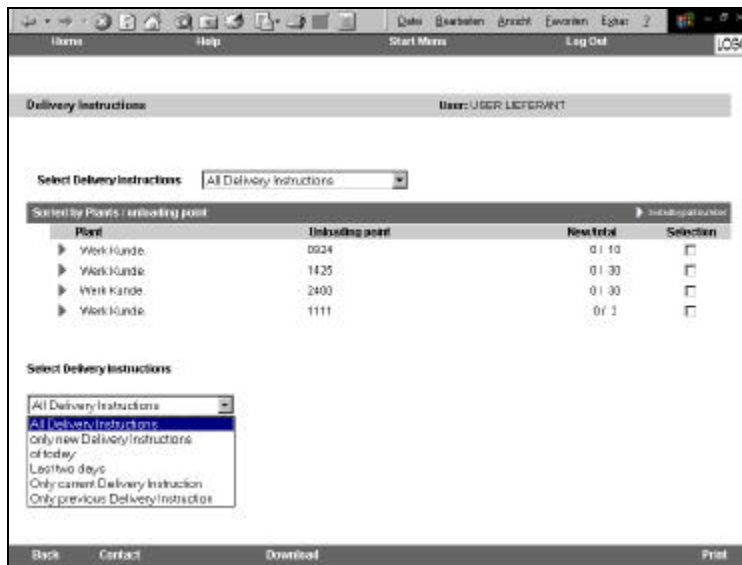
Data area: Limitation of the selection, collective print-out

Handling: All delivery schedule items are displayed for a selected part number per plant/unloading point in accordance with the pre-selection, with new items marked accordingly. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded. If one of these functions has already been used, the respective item is no longer marked "new".

Use the selection box in the "Select" column to define which plant/unloading point combination the delivery schedule items are to be printed for using the print command.

When a plant/unloading point combination has been selected, the display changes to the single view of a delivery instruction item (refer also to [chapter 3.4.2.5](#)).

3.4.2.3 Delivery Instructions – Display of Delivery Instructions (sorted by plant/unloading point)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Limitation of the selection, collective print-out

Handling: This page shows how many new items are listed under the heading "New/Total" sorted according to plant/unloading point. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded. If one of these functions has already been used, the respective item is no longer marked "new".

The extent of the details displayed can be changed using the selection box "Select Delivery Instructions". At the moment, the following selections are available: All delivery instructions, Only new delivery instructions, of Today, Last two days, Only current Delivery Instruction, Only previous Delivery Instruction.

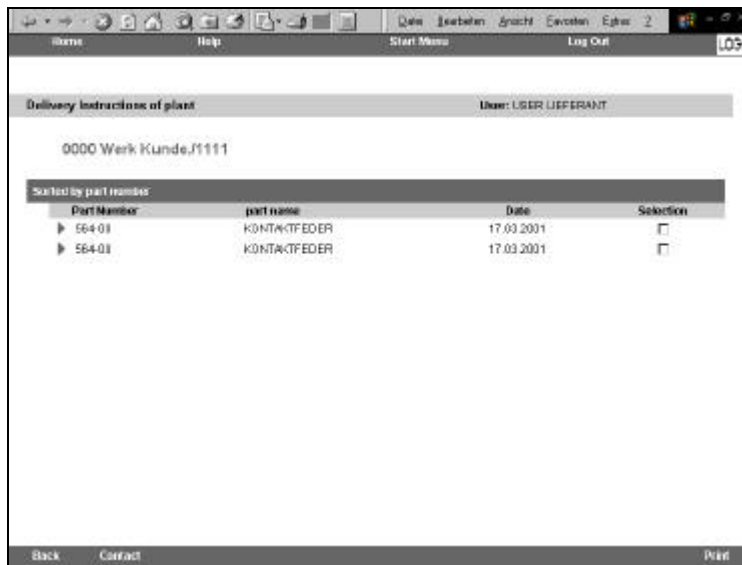
Using the selection box in the "Select" column you can enter the plants for which you would like to print ALL the individual items. By clicking on the name of a plant directly, you will be connected to a subsequent page which is explained in [chapter 3.4.2.2](#).

Via the link "Sorted by part numbers" you can also move to this sorting option. This can make sense if a supplier organizes his production logistics according to part numbers to be supplied rather than plants, for example. This type of sorting is described in [chapter 3.4.2.1](#).

The "Download" link leads to an extra page (refer also to [chapter 3.4.2.6](#)), which makes the selection of EDI messages possible in different file formats.

Tip: When used regularly, the display can be limited to the current Delivery Instructions by selecting "Only new delivery instructions". This is a help when viewing data.

3.4.2.4 Delivery Instructions – Display of Delivery Instructions of a plant/unloading point combination



Part Number	part name	Date	Selection
▶ 564-01	KONTAKTFEDER	17.03.2001	<input type="checkbox"/>
▶ 564-01	KONTAKTFEDER	17.03.2001	<input type="checkbox"/>

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Limitation of the selection, collective print-out

Handling:

All delivery schedule items are displayed for a selected unloading point of a certain plant in accordance with the pre-selection, with new items marked accordingly. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded. If one of these functions has already been used, the respective item is no longer marked "new".

Use the selection box in the "Select" column to define which part numbers are to be printed using the print command.

When a part number has been selected, the display changes to the single view of a delivery instruction item (refer also to [chapter 3.4.2.5](#)).

3.4.2.5 Delivery Instructions – Display of Delivery Instructions - Detailed View

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Display of Delivery Instructions for one part number

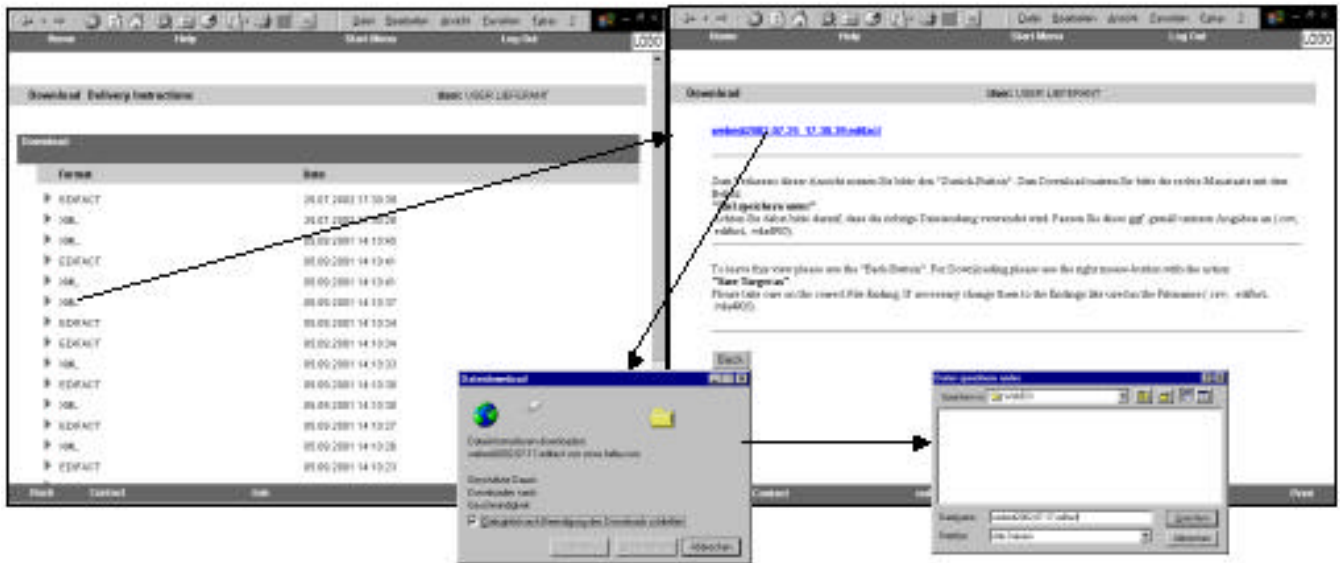
Handling:

This page is display only of an individual part number within the delivery instructions. There are no other functions available for this apart from the ones in the top and bottom bars.

Extent and meaning of the deadline items correspond to the data extent already discussed and agreed with you. The structure follows the VDA recommendation of WebEDI.

A complete sample of the delivery instructions form for individual part numbers is provided in [chapter 4.1](#).

3.4.2.6 Delivery Instructions – Download (of the EDI message)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Selection of an EDI message

Handling:

Selection of an EDI message regarding a provision date.

Use this function to select EDI messages regarding a certain provision date. The EDI message shows the delivery instructions with the complete supply schedule.

Depending on the user's requirements, the EDI messages can be downloaded in three different formats. The formats available are CSV, XML and an EDI format.

3 generations will be provided in accordance with customer requirements.

Use the "Edit" button in the bottom bar to return to the display of the delivery instructions.

Tip:

Text editors such as Wordpad or similar should be used for viewing XML files. Reason: the files could contain fields which cannot be represented in the browser.

Due to an error in Internet-Explorer 5.0 the cursor display remains visible as a sand-glass even after successful downloading.

Work with the application can be continued without any problems.

3.4.3 Function branch "Registration of ASN data"

This function is used by the supplier to register all shipment-relevant data required for the dispatch of goods deliveries to the customer.

Data included in the delivery instructions sent by the customer are used as default entries for registration, as well as selection boxes for standard entries. Data transmitted by the customer in the delivery instructions includes order data such as part and order numbers, delivery data such as unloading point and delivery address as well as packaging information if applicable.

In addition, it is possible to simplify the registration of identical data (such as plant, means of transport, packaging etc.) by using registration forms (see [chapter 3.4.3.5](#)), which must be prepared by the Supplier Administrator for this purpose, however (refer also to [chapter 3.5.5](#)).

These registrations are used on the one hand to generate a EDI transmission to the WebEDI customer, and on the other, to generate all the delivery documents required for the shipment.

3.4.3.1 ASN – Control Form

Shipments		
User: USER LIEFERANT		
New Shipment		
Open Shipments		
Plant	Shipment loading reference number	Working date
no plant chosen	25072102	30.07.2002 13:15:45
Workload	26072102	26.07.2002 12:11:10
Shipments Fulfilled		
Plant	Shipment loading reference number	Working date
Workload	30062102	26.07.2002 09:16:16

[Installation Barcode Fonts](#)

[Back](#) [Contact](#) [Print](#)

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Selection form for the registration/Administration of shipment/transport and delivery note data

Handling: This page is used to control the processing step planned to come next to register the ASN data.

There are 3 sections in the data area for different purposes.

In the top section, a link is offered for the registration of a new shipment.

In the middle section, all open shipments are detailed, i.e. all registration activities which are stored without sending the data.

In the bottom section, ASN datas which have already been transmitted are displayed for information only.

The links within the page can be used for quick navigation when the number of data records would require scrolling.

The link "Installation Barcode Fonts" refers to an aid which is necessary for the use of labels and shipping orders.

3.4.3.2 ASN – Registration Form – Shipment Level

Blank page as registration form

Working on Shipment for Destination Plant

Shipment-loading reference number: Plant of Transport:

Delivery Dates: Shipment weight:

Selection: ☐ Delivery date: Date: Article number: Delivery quantity: Plant of transport: Country code: Delivery date: Plant of transport:

Shipment Data

Packaging	Quantity	Shipment weight	Supplier Plant	Country Code	Tax code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Mode of transport: Time of arrival: Preparation of freight:

Mode of transport: Key means of transportation: No. means of transportation: Means of transport: Percentage:

Transport partner no.: Carrier: Loading start date: Loading end date:

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Registration form on the shipment level

Handling: The concept is to hand over all customer-specific data in the Delivery Instruction to WebEDI if possible, so that these data can be used as default for the ASN function.

Registration of the data should start with the input of the "Article number customer". This opens an additional form where the article number to be delivered must be selected (see screenshot).

select supplier

Search:

Part Number:

Search

Selection Cancel

Article number	Description	Plant	Date
55400	Werkstücke	1111	17.03.2001
55400	Werkstücke	1111	17.03.2001
722 308 00	Werkstücke	0824	17.07.2001
722 308 00	Werkstücke	0824	17.07.2001
722 308 00	Werkstücke	0824	17.07.2001
722 308 00	Werkstücke	0824	17.07.2001
722 308 00	Werkstücke	0824	17.07.2001
722 308 00	Werkstücke	0824	17.07.2001
722 308 00	Werkstücke	0824	17.07.2001

In this window the part number (= article number) can optionally be selected from the list or determined using the search function. The list is displayed in a separate frame for more clarity.

Use the link behind the part number to view the associated delivery instruction.

Once this selection has been made, you can continue to register the data. Please note that some of the fields can be defined as obligatory, i.e. the registration of the associated information is a pre-requisite for the successful sending or storing of the data.

These fields are displayed differently in the form (color highlighted and/or written in italics).

An example of a completed form is shown on the next page.

Completed page - example

The screenshot shows a web application interface for managing shipments. The title bar indicates 'Working on Shipment for Destination Plant Werk Kunde'. The main form includes fields for 'Shipment-loading reference number' (5547282), 'Plant of Transport' (Mittel-Troyer), and 'Shipment templates'. A table lists delivery notes with columns for 'Selection', 'Delivery note', 'DIN', 'DIN-Code', 'Delivery quantity', 'Unit of quantity', 'Content', 'Order item', and 'Unloading Point'. The bottom bar contains buttons for 'Save', 'Delete', 'Commit', 'Label Print', and 'Print'.

Handling:

This page has some functions in the data area and in the bottom bar which are briefly described below.

Delivery note area:

Red cross: This line will be deleted.

"Go" button. Additional data may be registered pertaining to this line (see [chapter 3.4.3.3](#))

"Further ___ Create delivery note(s)" + Go-button: This form is used to specify the number of delivery notes for which additional registration lines are to be displayed in this form.

Bottom bar:

Save: The shipment data are saved.

Delete: All the data for this shipment are deleted. This does not affect the article number data which have been determined from the Delivery Instruction data.

Commit: Registration of the shipment is concluded. This is carried out by checking that all the obligatory fields have been completed correctly, storing the data and displaying the following form (see [chapter 3.4.3.4](#)). This subsequent form displays all the registered data so that they can be checked for correctness and specific printing of the required delivery notes.

Label print-out: Use this function to print out the labels belonging to this shipment. The application provides a print routine for this which creates one single label for each packing item in the form of a PDF output.

An [example of a label is shown in chapter 4.2.1](#) Later, additional notes on the purpose and the content of the field contents will be provided here.

Other registration fields:

All other fields are completed by means of selection boxes or direct registration. Where the field format allows, the format will be checked directly after registration (e.g. correct data format).

Explanation of the registration fields:

further information about the registration fields is given in [chapter 4.2.2](#).

Note:

A label can only be printed if data about the packing item have been registered on the delivery note level, i.e. above all the number of the packing item.

If no relevant data has been registered, a PDF file containing one white sheet will be printed if the "Print label" button is selected at the moment.

3.4.3.3 ASN – Registration Form – Delivery Note Item Level

Blank page as registration form

The screenshot shows a web application interface for creating a delivery note. At the top, there's a header bar with 'Home', 'Help', 'Start Menu', and 'Log Out' links. Below this, the main title is 'Delivery Note for Destination Plant' with an 'Edit' button. A text field for 'Shipment-loading reference number' is present. A table with 8 columns (Delivery note number, Plant, Delivery quantity, Unit of quantity, Contract item number, Order item Position, Billing item Position) is shown. Below the table, there's a section for 'Positions/Units Data per Delivery Note' with a 'Shipment template' dropdown. This section contains a table with columns for 'Pos.', 'Packing items number', 'Packing items number Supplier', 'Filling quantity', 'Quant. No. packing items', 'No. packing items', 'LI', 'PI', 'PD', and 'Material'. Below this table, there are checkboxes for 'Factor' and 'Create Position', and a 'GO' button. Further down, there are sections for 'Place of Storage', 'Consignment location', 'Design code', 'Configuration', 'Batch number', 'Date of manufacturing', 'Changed design code', 'Article No. Supplier', 'Delivery quantity 2', 'Unit of quantity', 'Quantity of design', 'Empower date', 'Available goods', and 'Free text for Article No.'. At the bottom, there are buttons for 'Back', 'Cancel', 'Save', 'Cancel', 'Cancel', and 'Print'.

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Registration form on the delivery note position level

Handling:

The line under the entry Shipment number is a reference to the shipment level. For clarification, the data already registered for the delivery note item are displayed in this line.

The notes on the registration on the shipment level apply by analogy to all further entries.

In addition, care must be taken that following selection of a part number, all the packaging information sent with this part number are given in the packing items registration lines on the additional data level.

A complete example is provided following.

Completed page - example

The screenshot shows a web application interface for creating a delivery note. At the top, there's a header with 'Delivery Note for Destination Plant: Werk Karsle, Edit' and a user login 'USER: USER EDIT'. Below this is a 'Shipment-loading reference number' field. The main form area contains several sections: a table for 'Positions' with columns for position number, quantity, and unit of measure; a 'Batch number' section with fields for batch number, date of manufacturing, and change of design code; and a 'Dispatch date' section with a date field. The bottom bar contains buttons for 'Save', 'Commit', 'Cancel', 'Print', and 'Log Out'.

Handling:

This page has some functions in the data area and in the bottom bar which are briefly described below.

Delivery note area:

Red cross: This line will be deleted.

"Further ___ Create Position(s)" + Go-button: You can specify the number of packing items for which additional registration lines are to be displayed in this form.

Bottom bar:

Save: The item data are saved.

Commit: Registration of the shipment is concluded. This is carried out by checking that all the obligatory fields have been completed correctly, storing the data and displaying the following form (see [chapter 3.4.3.4](#)). This subsequent form displays all the registered data so that they can be checked for correctness and specific printing of the required delivery notes.

Explanation of the registration fields:

further information about the registration fields is given in [chapter 4.2.2](#).

3.4.3.4 ASN – Registration Form - Display of All Data prior to EDI-Transmission

The screenshot displays the 'ASN – Registration Form' in a web browser. The form is titled 'Recorded Shipment/Transport and Delivery Data for Destination Plant Work' and includes a 'Shipments-loading reference number: 35.07.2002'. The form is organized into several sections:

- Shipment Data:** Includes fields for Packaging, Quantity, Shipment weight, Supplier Plant, Country Code, and Zip code.
- Delivery Data:** Includes fields for Date of arrival set, Time of arrival set, Preparation of freight, Mode of shipment, No. means of transportation, No. means of transport, Means of transport, Hazardous materials, Transport partner no., Carrier, Loading date, and Loading unit flow.
- Delivery Notes:** A table with columns for Delivery note number, IS, POC, SN, Date, Article number, Delivery quantity, Unit of quantity, Contract partner number, Order item, and Incoming Plant.
- Packing and Pallet Data:** A table with columns for Pallet, Packing means, Packing means number, Supplier, Pallet quantity, Quant., No. packing means from, No. packing means to, U/P, P, R, and Hazardous materials.
- Place of Storage:** Includes fields for Denominating location, Storage code, and Consignee.
- Batch number:** Includes fields for Date of manufacturing, Change of design code, and Country of origin.
- Article No. Supplier:** Includes fields for Delivery quantity 2, Unit of quantity, and Country of origin.

The form also features a 'Transmit' button at the bottom right, which is used to initiate the ASN transmission.

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Display of all shipment data prior to printing of the Delivery Papers or initiation of ASN transmission

Handling:

This page is display only of the data registered in connection with a shipment. There are no other functions available for this apart from the ones in the top and bottom bars.

It is provided to check the data registered and to print the required Delivery Papers.

The structure is the same as the two previous forms ([chapter 3.4.3.2](#) for all lines starting at the left screen border and [chapter 3.4.3.3](#) for all right-indented lines starting with a red arrow).

The structure of the print-outs, generated via the creation of a PDF file like all other print outputs within the WebEDI solution, is explained in [chapter 4.2](#).

If the control view shows that all data reflect the actual shipment, the ASN transmission can be triggered via the "Transmit" function button. This generates a message which is sent to the appropriate merchandise information system at the customer's.

3.4.3.5 ASN – Use of Shipment Templates

Shipment level

Delivery note item level

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Registration form on the ASN function

Handling:

This function simplifies the registration of information which is continually repeated. It can be used both on the shipment and delivery note item levels. Generation and Administration of the templates is carried out by the administrator at the supplier's.

About the application:

When a template is selected on the shipment data level, ALL the default fields are added at the position where they were set up in the template (if 3 lines with packing items are used for a delivery note item, in which the 2nd line remains empty, these values are added in exactly this order.)

When a template is selected on the delivery note item level, however, only the entries on this level are entered, but not the data on the shipment level. This prevents shipment data already registered being overwritten when registering data on the additional data level.

It is possible to use several templates one after the other. This leads to the data of the template subsequently selected being overwritten referring to fields. It is thus important in this case to keep to a particular sequence.

Tip:

When using templates it is very important to check the data to be sent after clicking the "Commit" button.

3.4.4 Function Branch ERSs/SBIs

The ERS/SBI notice is a modern instrument used to invoice deliveries. It optimizes business relations by faster and more cost-effective processing.

ERS/SBI accounting is based on the deliveries (quantities of goods received) registered by the customer and the order prices with the terms and conditions for the order stored by the customer in his data system.

3.4.4.1 ERSs/SBIs - Selection Form – Sorting by Plant

Plant	New/Total	Selection
0100	01/9	<input type="checkbox"/>

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Display of ERSs/SBIs, sorted by plants

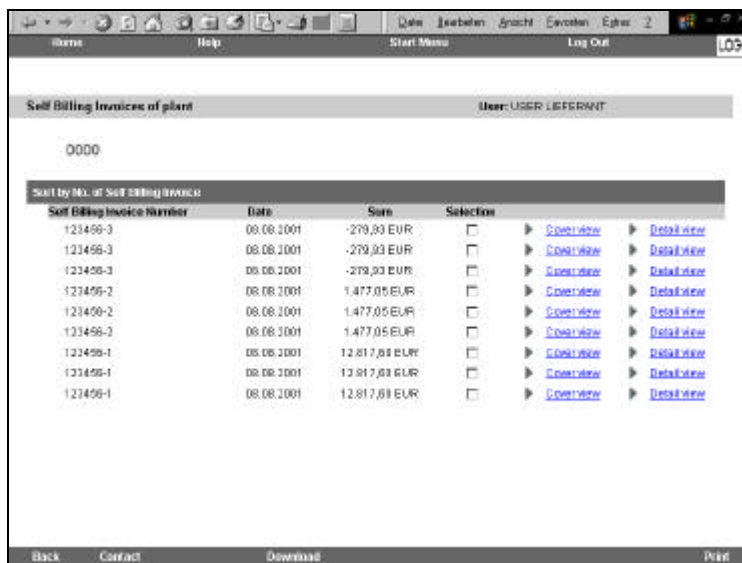
Handling: This page shows how many ERSs/SBIs are listed under the heading "New/Total" sorted according to plant. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded until a session in WebEDI, i.e. if one of these functions has already been used, the respective item is no longer marked "new".

The extent of the details displayed can be changed using the selection box "Select ESRs/SBIs". At the moment, the following selections are available: All ESRs/SBIs, Only new ESRs/SBIs, Of today, Last two days, Only last ESR/SBI, only ESR/SBI.

Use the "Selection" selection boxes to define for which plants ALL individual items are to be printed. By clicking on the name of a part number directly, you will be connected to a subsequent page which is explained in [chapter 3.4.4.2](#).

The "Download" link leads to an extra page (refer also to [chapter 3.4.4.5](#)), which makes the selection of EDI messages possible in different file formats.

3.4.4.2 ERSs/SBIs – All ERSs/SBIs of a Plant



Sold Billing Invoices of plant User: USER LIEFRANT

0000

Sort by No. of Sold Billing Invoice

Sold Billing Invoice Number	Date	Sum	Selection		
123456-3	08.08.2001	-279,93 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-3	08.08.2001	-279,93 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-3	08.08.2001	-279,93 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-2	08.08.2001	1.477,05 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-2	08.08.2001	1.477,05 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-2	08.08.2001	1.477,05 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-1	08.08.2001	12.817,68 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-1	08.08.2001	12.817,68 EUR	<input type="checkbox"/>	Cover sheet	Detail view
123456-1	08.08.2001	12.817,68 EUR	<input type="checkbox"/>	Cover sheet	Detail view

Back Contract Download Print

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Display of ERSs/SBIs (in general & for one particular plant)

Handling: Display of all the ERSs/SBIs of a plant

All ERSs/SBIs are displayed for a selected plant in accordance with the pre-selection, with new items being marked "new" accordingly. However, here too, only those items are "new items" which, after provision in WebEDI, this user has neither displayed, printed nor downloaded until a session in WebEDI, i.e. if one of these functions has already been used, the respective item is no longer marked "new".

Use the "Selection" selection boxes to define which ERSs/SBIs are to be printed with a command.

Selecting the link at the end of each line optionally displays the single view of a cover sheet ([chapter 3.4.4.3](#)) or the associated detailed view ([chapter 3.4.4.4](#)).

The "Download" link leads to an extra page (refer also to [chapter 3.4.4.5](#)), which makes the selection of EDI messages possible in different file formats.

3.4.4.3 ERSs/SBIs – Cover Sheet of a ERS/SBI



Self Billing Invoice - Cover User: USER LIEFERANT

Supplier (Supplier)	Product (Date)	Self Billing Invoice
LIEFERANT	Muster-Mandant	From: 18.08.2001
STRASSE	Musterkasse	Due date: 26.08.2001
LAND, PLZ, ORT	Musterland 12345, Musterstadt	Credit Note No.: 123456-1
DE123456789	DE123456789	Destination plant: 1000
LIEFERANT	11111	Currency: EUR
STEUERNR123		

Amount sum	
Value added Tax	11,048.05
Total sum	1,167.95
Discount	12,216.00
	(8.00)

Allgemeiner Unternehmensfuss

Tiefen-Sammel Nr.: Mandantenregister: Internat: Banken / Bankens:

Back Contract **Detailed view** Print

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Display of the cover sheet of a ERS/SBI

Handling: This page displays the cover sheet of a ERS/SBI. There are no other functions available for this apart from the ones in the top and bottom bars.

The "Detailed view" function in the bottom bar changes to the associated detailed view, the structure and handling of which are described in [chapter 3.4.4.4](#).

Due to legal requirements, the "Print" function always prints a combination of cover sheet and detailed view.

Relevant examples are provided in [chapter 4.3](#).

3.4.4.4 ERSs/SBIs – Detailed View of a ERS/SBI

Self Billing Invoice - Detail User: USER LIEFERANT

Provider (Bank):	Provider (Bank):	Self Billing Invoice:	Frame:	18.08.2001
LIEFERANT	Muster-Mandant		Date date:	18.08.2001
STRASSE:	Musterstrasse		Credit Note No.:	123456-1
LAND PLZ ORT:	Musterland 12345 Musterstadt			
DE123456789	DE123456789		Destination plant:	1000
LIEFERANT	11111		Currency:	EUR
STEUERNR123				

Contact person

Name:	Frau-Mustermann	Phone:	(01234) 5678-0
Department:	FIEU	Fax:	(01234) 5678-999
E-Mail:	frau.mustermann@firma.com		

Delivery Note No.: 23812 **Date:** 30.05.2011

SC Article Number	Order No.	Unit price	Qty	Sum set before tax	VAT %	Amount tax	Sum
018-071	5501013146	58,24	2	291,28	16,01	44,99	326,19
4100911260	06.08.2001	500	PCE	0,00	0,00		

Back Contract **Cover sheet** Print

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Display of detailed view of a ERS/SBI

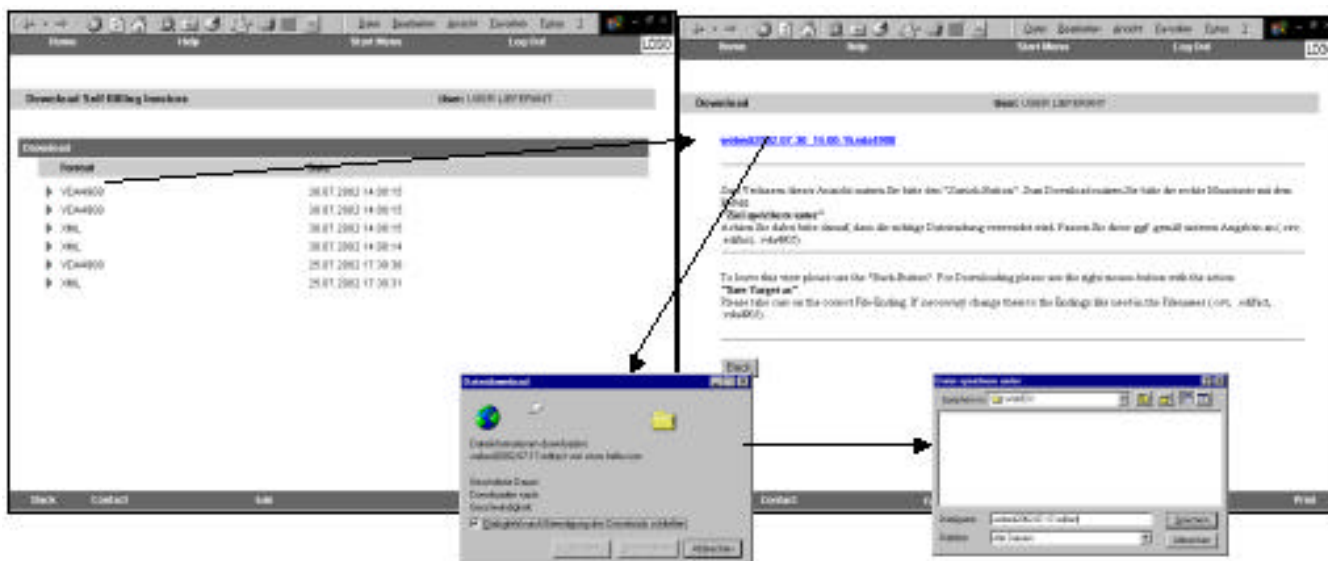
Handling: This page displays the detailed view of a ERS/SBI. There are no other functions available for this apart from the ones in the top and bottom bars.

The "Cover sheet" function in the bottom bar changes to the associated cover sheet, the structure and handling of which are described in chapter [3.4.4.3](#).

Due to legal requirements, the "Print" function always prints a combination of cover sheet and detailed view.

Relevant examples are provided in [chapter 4.3](#).

3.4.4.5 ERSs/SBIs – Download (of the EDI message)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Selection of an EDI message

Handling:

Selection of an EDI message regarding a provision date.

Use this to download a complete ERS/SBI as an EDI message in XML or EDI format in accordance with customer guidelines.

Use the "Edit" button in the bottom bar to return to the display of the ERSs/SBIs.

Tip:

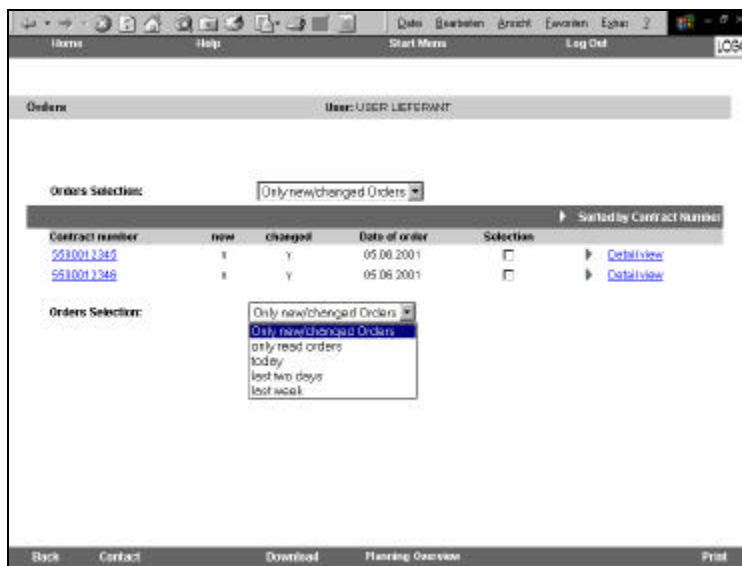
Text editors such as Wordpad or similar should be used for viewing XML files. Reason: the files could contain fields which cannot be represented in the browser.

EDI messages can be viewed in the same way.

Due to an error in Internet-Explorer 5.0 the cursor display remains visible as a sand-glass even after successful downloading. The application can, however, be used further without any problems.

3.4.5 Function Branch Single Orders

3.4.5.1 Orders – Display of the Orders (sorted by order date)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Limitation of the selection, collective print-out

Handling: This page shows how many new and/or changed orders are listed in the system, sorted according to order date. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded until a session in WebEDI, i.e. if one of these functions has already been used, this position is no longer marked "new". Changed items are so-called order changes in which an order already in the ERP system is changed and then used again.

The extent of the details displayed can be changed using the selection box "Orders Selection". At the moment, the following selections are available: Only new/changed orders, Only read orders, Today, The last 2 days, Last week.

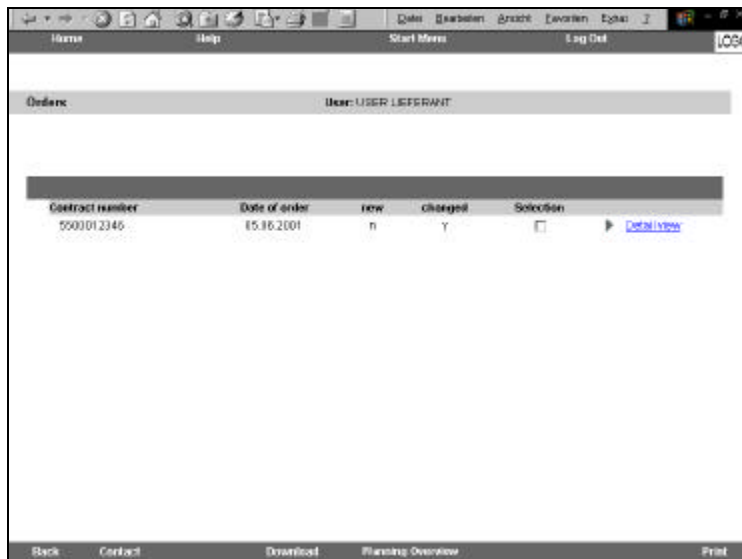
Use the "Selection" selection boxes to define which orders are to be printed. By clicking on the name of a part number directly, you will be connected to a subsequent page which is explained in [chapter 3.4.5.2](#).

The "Detailed view" link leads to a detailed view of an Order (refer also to [chapter 3.4.5.5](#)).

The "Sorted by part number" link can be used to change to this sorting version. This sorting option is described in [chapter 3.4.5.3](#).

The "Download" link leads to an extra page (refer also to [chapter 3.4.5.6](#)), which makes the selection of EDI messages possible in different file formats.

3.4.5.2 Orders – Display of all messages to an Order



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

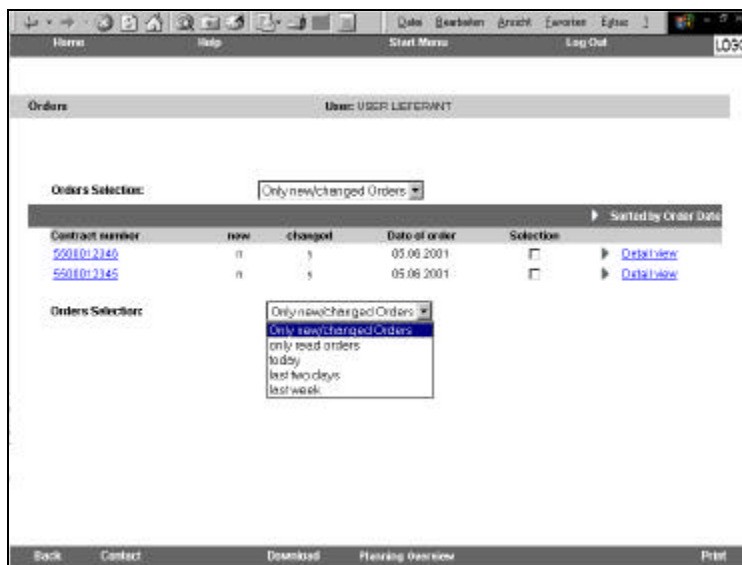
Data area: Limitation of the selection, collective print-out

Handling: All the existing items relevant for a selected part number are listed, whereby the positions are marked to show whether they are the original orders or have been changed. However, here too new items are those items which, after provision in WebEDI, this user has neither displayed, printed nor downloaded until a session in WebEDI, i.e. if one of these functions has already been used, the respective item is no longer marked "new".

Use the "Selection" selection boxes to mark which positions are to be printed with a command.

The "Detailed view" link leads to a detailed view of an Order (refer also to [chapter 3.4.5.5](#)).

3.4.5.3 Orders – Display of Orders (sorted by part number)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Limitation of the selection, collective print-out

Handling: This page shows how many new and/or changed orders are listed in the system, ordered by part description. New items are those items which, after provision in WebEDI, a supplier has neither displayed, printed nor downloaded until a session in WebEDI, i.e. if one of these functions has already been used, this position is no longer marked "new". Changed items are so-called order changes in which an order already in the ERP system is changed and then used again.

The extent of the details displayed can be changed using the selection box "Orders Selection". At the moment, the following selections are available: Only new/changed orders, Only read orders, Today, The last 2 days, Last week.

Use the "Selection" selection boxes to define which orders are to be printed. By clicking on the name of a part number directly, you will be connected to a subsequent page which is explained in [chapter 3.4.5.2](#).

The "Detailed view" link leads to a detailed view of an Order (refer also to [chapter 3.4.5.5](#)).

The "Sorted by order date" link can be used to change to this sorting version. This sorting option is described in [chapter 3.4.5.1](#).

The "Download" link leads to an extra page (refer also to [chapter 3.4.5.6](#)), which makes the selection of EDI messages possible in different file formats.

3.4.5.4 Orders – Request for a Schedule Summary

Planning overview User: USER LIEFERANT

Please fill in, which date of delivery you want to get shown (Format: TT.MM.JJJJ or TTTMMJJJ).

Delivery date from: 22.06.2001 Delivery date to: 28.06.2001

OK Cancel

Back Contract Download Edit Print

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Limitation of the selection, collective print-out

Handling: A pure auxiliary function for the user, this feature is used to give the user a summary of the delivery dates specified in the individual view (see [chapter 3.4.5.5](#)) within the area of the order items.

Once the "from-to" dates have been entered, the user receives a summary of all the order items contained in orders for which a delivery is expected within the period (or on the date) entered.

Hit list display:

Orders - Planning Overview User: USER LIEFERANT

Plant : Karlsruhe 1 Unloading Point : 11111

Planning date	Contract number	Position	Part number	Short Text	Quantity
25.06.2001	551001245	100031	880-01	GECHWANTSCHRAUBE	100

Back Contract Download Edit Print

This list contains all the items with a delivery date within the period given. Apart from the delivery date, the order number, position and part number with brief description are also listed.

The link on the delivery date leads to the individual view of the order. This is explained in more detail in the following [chapter 3.4.5.5](#).

3.4.5.5 Orders – Display of Orders - Detailed View

The screenshot displays a web application interface for viewing order details. The top bar contains navigation links like 'Home', 'Help', 'Start Menu', and 'Log Out'. The main content area is divided into several sections:

- Details about the supplier:** Supplier No. LEIFRANT, Contact person: Disponent Leifrant.
- Order Header data:** A table with fields: VST-Pl. (DE-523156789), Contract number (5500812315), Date of order (05.06.2001), Booking, and Date of order (05.06.2001).
- Details about the Recipient:** Recipient Number: 4090001260, Contact person: Lager 1.
- Order Item position:** A table with columns: Pos. No., Pos. No., DU, FOU, Price, and Quant. Price Unit. The first row shows Pos. No. 000001, Pos. No. 999-00, DU ST, FOU ST, Price 429,00, and Quant. Price Unit 100.

Below the table, there are additional details like 'SECHSKARTSCHWULDE' and 'Nach Zeichnung'. The bottom bar has 'Back' and 'Print' buttons.

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

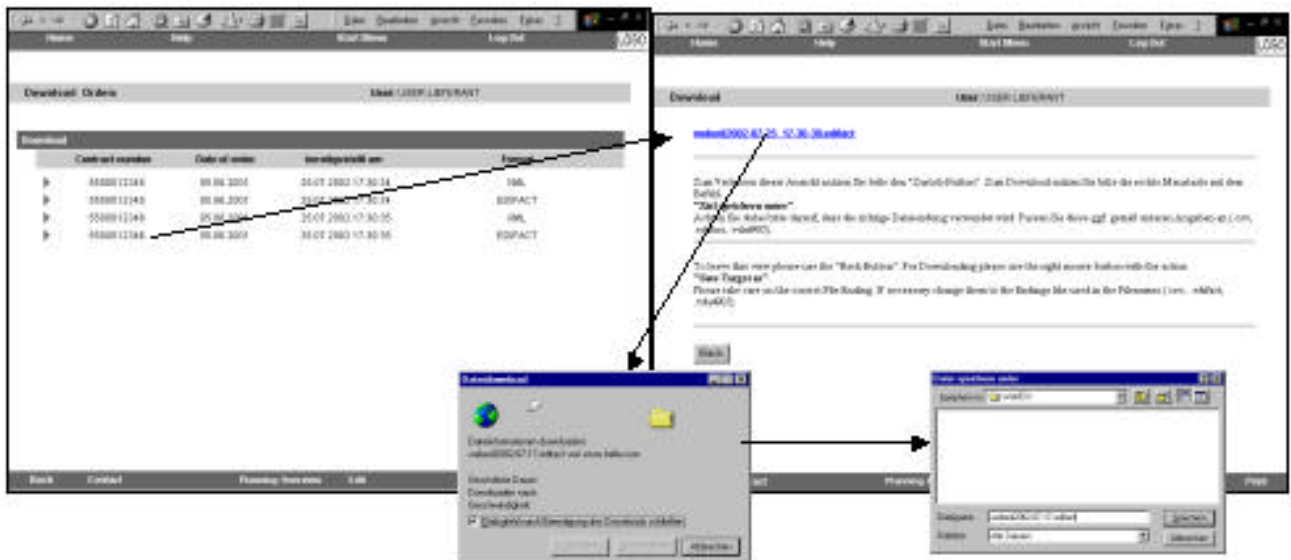
Data area: Display of an order

Handling: This page is merely a display of an Order. There are no other functions available for this apart from the ones in the top and bottom bars.

The extent and meaning of the schedule positions correspond to the extent of data already agreed with yourselves. The structure corresponds to the VDA recommendations for WebEDI.

A complete example of an order is provided in [chapter 4.4](#).

3.4.5.6 Orders - Download (of the EDI message)



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Selection of an EDI message

Handling:

Specific selection of an EDI message regarding a provision date.

Use this to download the respective EDI message in XML or EDI format in accordance with the guidelines, which contains information about an order for a certain date. Since orders can be modified, the user must note any modification history for this order.

Use the "Edit" button in the bottom bar to return to the display of the Orders or the link "Schedule summary" to lead to the relevant request form.

Tip:

Text editors such as Wordpad or similar should be used for viewing XML files. Reason: the files could contain fields which cannot be represented in the browser.

EDI messages can also be viewed in the same way.

Due to an error in Internet-Explorer 5.0 the cursor display remains visible as a sand-glass even after successful downloading. The application can, however, be used further without any problems.

3.4.6 Function Branch File Download

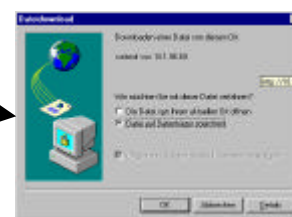
Display of directory(s)



Display of download file(s)



Download



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Download of any file formats
(not delivery instructions, Orders, ERSs/SBIs)

Handling:

This function is used by the customer's Administration to provide you with any kind of file formats independent of the other functions.

These are provided optionally in sub-directories (symbolised by => example on the left) or directly (symbolised by => example on the right). Changing to a sub-directory is via the link on the directory name.

The file is then downloaded either via the link on the file name or by ticking the box and clicking the "Download" button. The browser selection window already described then appears.

3.5 Administration

3.5.1 Admin-User Supplier: Selection Page



The above page is the start page AFTER successful logon.

One of the functions on the left border can be selected for WebEDI.

Use the top and bottom bars to generally control the application.

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Function bar: Available functions are displayed

Data area: Start page supplier administrator

Handling: Selection of a link for further processing.

The following functions are available:

"User-Administration" is explained in [chapter 3.5.2](#), the function "Master Data" in [chapter 3.5.3](#), notes about the function "Connecting Supplier" can be found in [chapter 3.5.4](#), the "Change password" function is designed in the usual way, i.e. the old password is required to change the password and the new password has to be repeated for confirmation.

The extended function "Advanced Shipping Notes" ([chapter 3.5.5](#)) is used to define so-called "Shipment templates" which are used to simplify the registering of delivery notice data and can be used by supplier users according to the description in [chapter 3.4.3.5](#).

3.5.2 Admin-User Supplier: User-Administration



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Maintain/set up new/delete users

Handling: There are three options available:

- Set up new user
- Edit data of existing user
- Delete user

This last option deletes an entry, the edit function opens the following page described in [chapter 3.5.2.1](#), where the user-specific data can be maintained, and the set-up function displays a window of the kind shown in [chapter 3.5.2.1](#) in which all fields are empty.

In this summary you can move directly to the Administration form via the link on the name.

The structure with the buttons and the output in a frame is designed for quick access in the case of a larger number of user data.

3.5.2.1 Admin-User Supplier: Edit User – Administration Form

The screenshot shows a web application window titled 'Edit User' with a sub-header 'Administrator: Admin User-1'. The form includes input fields for 'Name' (User Lieferant 1), 'Login' (user1), 'Phone' (Telefon 1), 'Fax' (Fax 1), 'Mobile telephone' (Handy 1), 'E-Mail' (Email 1), and 'Description'. There are also 'Password' and 'Confirm password' fields. Below these are three alert checkboxes: 'DI Alert', 'Order Alert', and 'Info Orders'. A 'Language' dropdown is set to 'Deutsch', and a 'Message' dropdown is set to 'E-Mail'. A 'Supplier' dropdown is set to 'Lieferant1'. At the bottom are 'Save' and 'Cancel' buttons. On the right, a 'Rights' section shows checkboxes for 'DI', 'ASN', 'SRB', and 'Download'. A 'Print' button is at the bottom right.

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Assignment of rights to a supplier user

Handling:

There are two sections: Administration of master data (top section) and assignment of rights (bottom section).

In the first section, person-related data including the password are assigned. The user should change the password after logging on for the first time.

The WebEDI application will later demand that the password be changed at regular intervals for reasons of security.

In the bottom section rights can be assigned as described below:

Release Alert: The Administrator can use this function to ensure that warnings he receives for delivery instructions with the status "new" are passed on to the user as well.

PO Alert: The Administrator can use this function to ensure that warnings he receives for Orders with the status "new" are passed on to the user as well.

New ASN Info: The Administrator can use this function to ensure that his users receive any message about Orders newly provided in WebEDI.

In all three cases (DI Alert, Order Alert and Info Orders), however, the supplier administrator remains the customer contact in case of any problems.

Message: At the moment, only the e-mail channel is implemented.

Supplier: Here, the administrator assigns the supplier numbers the user is responsible for. These are usually clearly connected with locations.

Rights: Here, the administrator assigns the function bar functions which are to be available to a user under his user ID (refer also to [chapter 3.4.1](#)). The selections made here make the relevant functions available to the user.

At the moment, the following functions are available:

DI: Delivery Instructions
ASN: Delivery and Transport Data (Advanced Shipping Notes)
SBI: ERS/SBI
Order: Order
Download

Using the buttons under the Assign Rights section, the administrator can either send the changes made in the fields to the user database ("Save") or reject the changes ("Abort").

3.5.3 Admin-User Supplier: Master Data

The screenshot shows a web browser window with the title 'Edit supplier'. The form contains the following fields:

Name:	LEFERANT	Country:	LAND
Number:	LEFERANT	Phone:	PHONE
Street:	STRASSE	Fax:	FAX
Zip code:	PLZ	E-Mail:	EMAIL
Town:	ORT	DINB-No:	CUNB#

Below the form, there are three read-only fields:

- DI Modification after: Hours
- DI Alert after: 72 Hours
- Order Alert after: 24 Hours

At the bottom left are 'Save' and 'Cancel' buttons. At the bottom right is a 'Print' button. The top bar has 'Home', 'Help', 'Start Menu', 'Log Out', and a 'LOGO' button. The bottom bar has 'Back', 'Contact', and 'Print' buttons.

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Administration of master data (address) of the supplier

Handling: Here you can change the address data in your master data in WebEDI. The entries made here are used both for printing delivery instructions and ERSs/SBIs and in the delivery papers.

The field numbers (= supplier number in customer system) as well as DI/Order warning fields are read-only fields, since they deal with control information from/for the customer.

CAUTION: Please also inform your contact in Purchasing at the customer's about this change!

Note: Before a Release warning is sent, a message can be sent from the supplier planner. The relevant set-up must be requested from the customer by the supplier administrator.

3.5.4 Admin-User Supplier: Supplier Connection

Log in of the account to be connected



Result following connection



Structure of the page:

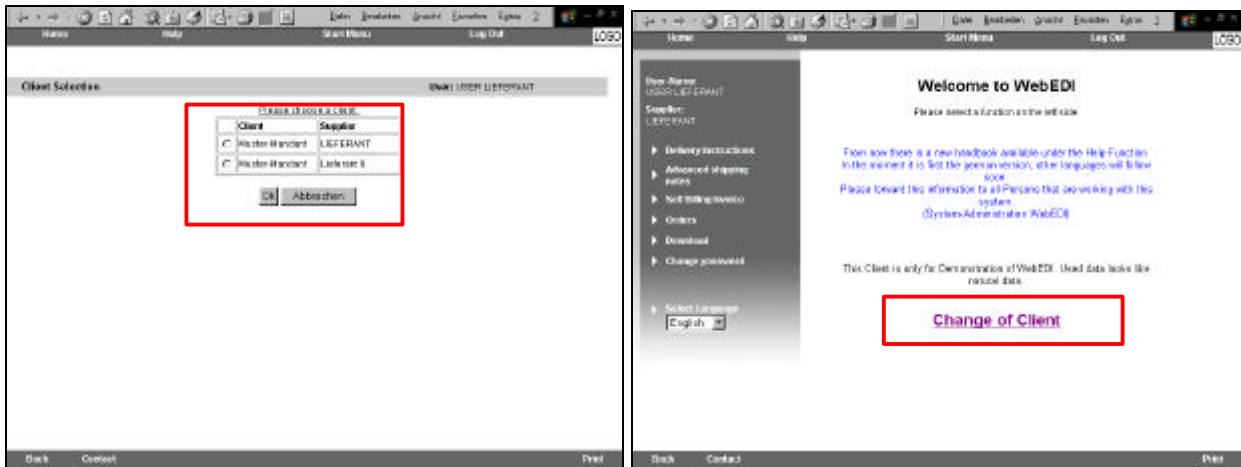
Top and bottom bars: see [chapter 3.2](#)

Data area: Connection of access rights in different clients

Handling: By entering your valid user ID and the relevant password, you as the supplier administrator have the possibility of bringing together the user accounts of 2 or more customers in WebEDI who are administered by different clients.

Purpose: The aim of this function is to enable suppliers to log on once and then be able to work in different clients and change between these without having to log on separately for each.

3.5.4.1 Changed Logon of a User / Changed Handling following Logon



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Changes in handling for users

Handling: Following logon, the left-hand window appears for connected accounts, in which the customer whose data is to be accessed must be selected by the user.

This is followed by a start page (right) with an additional link in the data area "Changing the client". Using this link, the user can change to another customer without having to log on again.

Purpose: This procedure makes it possible to work with WebEDI by means of a so-called "Single Sign On", i.e. one log-in process for all the necessary work. The aim of the procedure "Changing the client" is to avoid the mixed representation of the data of different customers, a procedure as is sometimes carried out on electronic marketplaces.

Important note: If as a supplier administrator you have carried out a connection of accounts as described above, please inform your users about the handling changes!

3.5.4.2 Admin-User Supplier: Changes in Administration Dialogue for User Administration

Client	Supplier	DI	ASN	SEI	Order	Download	No Access
Master Mandant	LIEFERANT 9	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Master Mandant	LIEFERANT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

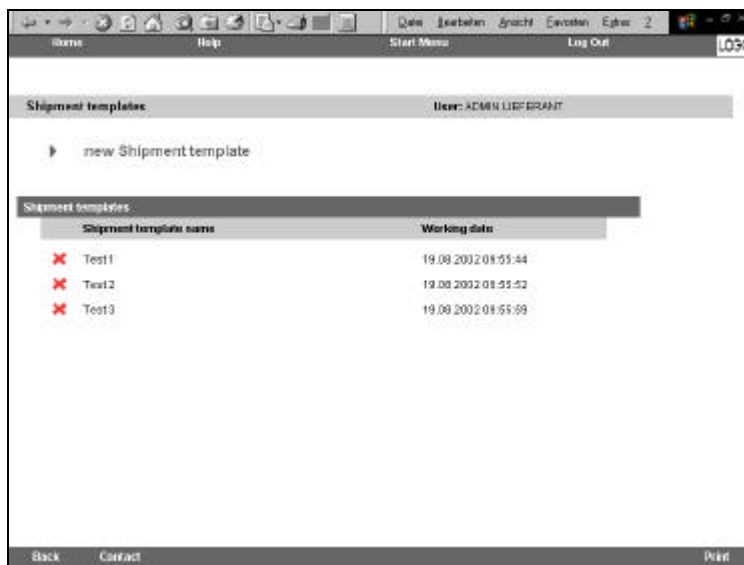
Data area: Changes in handling for administrators

Handling: Compare with [chapter 3.5.2.1](#):

Here it is possible to assign rights to users in tabular form. The additional column "No access" means that no functions are possible for the user under the relevant client. In the above case (2 clients connected with all rights of both clients) the user would be able to select a client as described under [chapter 3.5.4.1](#).

Important note: If as the supplier administrator you have connected accounts as described above and set up your system in such a way that users have access rights to more than one client, please inform your users accordingly about handling the selection!

3.5.5 Admin-User Supplier: Enclosure Registration Template for ASN function



Structure of the page:

Top and bottom bars: see [chapter 3.2](#)

Data area: Administration of shipment templates for ASN registration of the supplier - summary -

Handling: This summary shows all the shipment templates already stored, sorted in descending order according to their last editing date. The link "New shipment template" leads to a blank page (as illustrated in the following).

Via the link on the name (e.g. "Test1") you call up a template in modification mode and can store this again according to your requirements.

You can delete a template by placing a red cross in front of it.

Blank page as registration form

The screenshot shows a web browser window displaying a registration form. The form is titled 'Blank page as registration form' and is organized into several sections. The 'General data' section includes fields for 'Company name', 'Address', 'City', 'Country', and 'Contact person'. The 'Shipment data' section includes fields for 'Packaging', 'Quantity', 'Weight', and 'Volume'. The 'Transportation data' section includes fields for 'Mode of transport', 'Origin', 'Destination', and 'Transportation time'. The 'Further data' section includes fields for 'Packing', 'Handling', and 'Other details'. The form is presented in a structured, tabular layout with various input fields and checkboxes.

Handling:

The structure of this page follows the registration forms of the ASN function, whereby however - for simplified registration - the levels shipment and additional data are both included in one form.

The registration mechanisms are identical with the ASN functions (see [chapter 3.4.3.2 ff.](#))

Fields where no registration is to take place are nonetheless displayed in this form for better comprehensibility of information, but no entries can be made in these fields.

4. Explanation of the Subject Contents

Here additional information about the type of data transmitted or used is provided if and when required. This chapter will be extended on request or when new functions are installed.

4.1 Structure of a Delivery Instruction & Purpose of Information Transmitted (refer also to [chapter 3.4.2.5](#))

Muster-Mandant Musterstrasse 12345 Musterstadt Musterland		CONTACT PERSON	
		Name	Phone
		Nachname Vorname	01234-5678-0
		Department	Fax
		ABTEILUNG	01234-5678-111
		eMail vorname.nachname@kunde.com	
		VAT registration No. DE123456789	
		Customers No. 11111	Suppliers No. LIEFERANT
LIEFERANT		DELIVERY DATA	
STRASSE		Plant name	Plant No.
		Werk Kunde.	0000
PLZ ORT		Unloading point 1111	Add. Dest.
		Storage Kleinteile	BAND
LAND		PACKAGING	
		48000000	Quan. per Pack 1
		KLT 6428	Quan. per Pack 25
ADDITIONAL INFORMATION PART NUMBER			
Part number		Act. DI-No.	Date
564-00		000000005	17-MAR-01
Part name		Replaces DI-No.	Date
KONTAKTFEDER		000000004	10-MAR-01
Production Release	Material Release	Unit of Quant.	Order No.
		PCE	5500006533
V. 05.06.96			
DIFFERENTIATION DATA			
cum.-Quant. 521460		Start Date-Cum-Quant.	CumQuant.-Zero Date
Delivery Notes No. 00000469		Date 15-JAN-01	Quantity 15440
Positions			
Date	Call Quant.	Cumulative Quan.	Difference
20.03.2001	25	25	0
27.03.2001	15	40	-10
03.04.2001	10	50	0
10.04.2001	15	65	5
18.04.2001	5	70	-5
24.04.2001	20	90	10
02.05.2001	20	110	0
08.05.2001	10	120	0
15.05.2001	15	135	-5
22.05.2001	10	145	0
29.05.2001	20	165	0
06.06.2001	0	165	0
12.06.2001	20	185	0
19.06.2001	15	200	10
26.06.2001	20	220	-10
03.07.2001	35	255	0
10.07.2001	10	265	-10
17.07.2001	25	290	10
24.07.2001	10	300	0
31.07.2001	20	320	0
08.07.2001	30	350	10
14.08.2001	10	360	-10
21.08.2001	25	385	5
28.08.2001	15	400	-5
04.09.2001	10	410	0
11.09.2001	5	415	0
18.09.2001	15	430	0
25.09.2001	10	440	0
02.11.2001	10	450	0
REST	38	488	-16








Additional information about some of the fields used:

Customer contact	
VAT ID number customer	VAT ID number of the customer
Customer number	Number the customer has been allocated by the supplier.
Supplier number	Number the customer has allocated to the supplier.
Delivery data, customer	
Information about delivery and usage points at the customer's	
Packaging	
Description of packaging (Column 1)	Clear text description or key for the packaging to be used for this part number.
Quantity per pack (Column 2)	Reference quantity of the packing means named
Information about the part number	
Number of the current delivery instructions	Serial number allocated by the customer
Date of the current delivery instructions	Date the delivery instructions were drawn up
Number of the last delivery instructions	Number of the delivery instructions replaced by the current ones.
Date of the last delivery instructions	Date of the delivery instructions replaced by the current ones.
Production release	Date as acceptance obligation (is not being used at the moment)
Material release	Date as acceptance obligation (is not being used at the moment)
Differentiation data	
Cum. quantity	Cumulated quantity figure: extrapolation of the materials accepted by the customer at Incoming Goods.
Start date cum. quantity	Starting date for extrapolation of the cumulated quantity figure: Date from which the cum. quantity has been counted.
Cum. quantity zero date	Cum. quantity achieved by the "Start date cum. quantity". (Serves to continue records beyond the zero point.)
Delivery note no.	Number of the delivery note of the last goods received
Date	Date of the delivery note of the last goods received
Quantity	Quantity of the last goods received
Positions	
Date	Date on which a delivery is due according to the delivery instructions agreement.
Call quantity	Quantity to be delivered on a certain delivery date.
Cum. quantity	Cumulation of the call quantities listed in these delivery instructions.
Difference	Difference in call quantities: Difference in comparison with the previous delivery instructions on the date given, taking account of goods received in the meantime.

4.2 Structure of "Registration of ASN data" & Purpose of the Information to be transmitted

4.2.1 Examples of the Delivery Papers

Example of a label print-out (refer also to [chapter 3.4.3.2](#))

(1) Consignee Muster-Mandant Musterstadt		(2) Unloading point - Storage - Usage Code 1111 Lager S	
(3) Delivery note No. (N) 260702-1 		(4) Suppliers Address (Name, Plant, Postal Code, City) LIEFERANT, PLZ ORT	
(5) Part No. customer (P) 564-00 		(6) Net weight	(7) Number of Packages 1
(9) Quant. per Pack (Q) 0 		(10) Description, Delivery, Services KONTAKTFEDER	
(12) Suppliers No. (V) LIEFERANT 		(11) Part No. supplier 564-003 	
(15) Package No. (S) 4711 		(13) Date D30.07.02	(14) Changed Design Code 27.3 vom 15.06.200
(17) LIEFERANT, PLZ ORT		(16) Batch No. (H) 0815-001 	

Warenanhänger VDA 4902, Version 4

A VDA-conform label is generated for every packing item listed.

Contents and structure of this label correspond with VDA recommendation 4905/4.

CAUTION: A label is only generated if the fields "Packing item no. from" and "Packing item no. to" have been filled out on the "Edit delivery note item" level (refer also to [chapter 3.4.3.3](#)).

At the moment a single label is generated per packing item number.

Example of a delivery note (refer also to [chapter 3.4.3.4](#))

Page 1 of 2

LIEFERANT
STRASSE, PLZ, ORT, LAND

(5) Account No. at the Consignee		(2) Receipt and Processing Notes		Lieferschein/delivery note	
(1) Muster-Mandant Musterstrasse 12345 Musterstadt Musterland				(3) No. 260702-1	
				(4) Versanddatum/date of despatch 29-JUL-02	
				(8) No.	
Customer No. at the Supplier 11111				(9) at	
(10) Ihre Zeichen: your reference	(11) Bestellung Nr./order-No. 5500006533	Datum/date 17-MAR-01	(12) Unsere Abteilung our reference	(13) Phone extension PHONE	(14) Unsere Auftrags-Nr. our confirmation
(15) Further information of customer	(19) Versandart means of despatch 05	frei (20) unfrei can. paid can. free	(21) Type of packaging 0004PAL	(22) dispatch reference 26.07.2002	(23) brutto grossweight 32
					(24) netto netweight 30
(25) Versandschrift / addressed to Muster-Mandant, Musterstrasse, 12345 Musterstadt, Musterland					(26) Unloading Point 11111
(27) Pos.	(28) Bestell-Nr./Sach-Nr. ordering-No.	(29) Bestell-Bezeichnung / description (21) Verpackungsart (Einzelheiten) *	(30) Menge quantity	(31) ME	(32) Preis Einheit EUR pro Stück
					(34) Gesamtpreis EUR Total Price
010	564-00	KONTAKTFEDER	500	PCE	
020	564-00	KONTAKTFEDER	200	PCE	
<p>5 4 3 2 1</p> <p>Terms of dispatch: standard</p> <p><small>Hinweis zu Spalte 28: * = kein Ursprungsbezeichnung. Dreiwertige Ziffern = Unzulassung persönlicher Sonderverordnungen. Bei der Ausfertigung ist die Kontingenz zu berücksichtigen. Die angegebene Preisliste ist verbindlich. Delivery is made at your expense and at your risk on the basis of the order in compliance with the conditions of delivery and payment as stated overleaf. Die Lieferung erfolgt auf Ihre Rechnung und Gefahr auf Grund der Bestellung nach den vereinbarten Sonderverordnungen. Liefer- und Zahlungsbedingungen.</small></p>					

Contents and structure of this delivery note correspond to VDA recommendation 4994.

One delivery note is generated per unloading point given.




Example of an EDI delivery note (refer also to [chapter 3.4.3.4](#))

EDI-delivery note						Date	16.08.2002 14:08
CONSIGNMENT-LOADING REFERENCE NUMBER: 26.07.2002						Page	01.01
						Page 1 of 2	
Suppliers Plant Musterstadt		Suppliers No. LIEFERANT		Destination Plant Werk Kunde.		Unloading Point 1111	
LIEFERANT				Consignee No.		Consuming location Band	
STRASSE				Muster-Mandant		Mode of dispatch 05	
PLZ ORT				Musterstrasse		Carrier Mustermann	
LAND				12345 Musterstadt		Carriers No. ---	
						Consignm. gross weight 32	
DN-No.	Article No.	Customer	Quantity	Unit of Quant.	V/G	Designation of Delivery	
DN-Date	Article No.	Supplier				Additional Information Supplier	
DN-Pos	Packing means	Quant.				Filling Quant.	Packing means No. Supplier
							Consignation
260702-1	564-00		500	PCE	S	KONTAKTFEDER	
26-JUL-02	564-003						
010	1	48000000			0	PM-Lief 1	
	20	KLT 6428			25	PM-Lief 2	
Batch:		0815-001	Hazardous materials:				
Text:		Dies ist eine Test-Sendung.					
***** END *****							
Goods receipt:			Check of Quantity::			Check of Quality:	

Contents and structure of the EDI delivery note correspond to VDA recommendation 4912.

One EDI delivery note is generated per unloading point given.

Example of a forwarding instruction (refer also to [chapter 3.4.3.4](#))

1) Shipper/Supplier LIEFERANT STRASSE PLZ ORT LAND		2) Suppliers No. LIEFERANT		3) Shipping order No.				
5) Loading Station 8) Consignment-loading reference number 26.07.2002		11) Consignee Muster-Mandant Musterstrasse 12345 Musterstadt Musterland		4) Shippers No. at the Consolidator: WAY BILL 6) Date 29-JUL-02 7) Relations-Nr. <table border="1"><tr><td> </td><td> </td><td> </td></tr></table> 9) Consolidator 10) Consolidators No. --- Phone Fax 13) Cargo manifest-Loading list				
12) Customers No. 11111		14) Delivery/ Unloading point Muster-Mandant Musterstrasse 12345 Musterstadt		15) Notation of despatch for Consolidator 16) Date of arrival 30-JUL-02 17) Time of arrival 07:30				
18) Reference and No./Delivery Notes No.	19) Quant.	20) Packing measure	21) SF	22) Content	23) Equipment weight kg			
260702-1	010	0004PAL		KONTAKTFEDER				
25) Sum		26) Volume cbm		Sum	27) 28) 32			
29) Hazardous goods / Classification			30) Hazardous goods: if included see added form					
31) Prepayment of freight 03		32) Value of goods for SLVS		33) Transport insurance of Consolidator to align with				
35) Appendix Dies ist eine Test-Sendung.		36) Order No. Customer 5500006533		40) Account assignment				
		37) Means of transport MUS-TER 111						
		38) LKW-Code 20-Tonner		41) Code of settlement				
		39) Mode of dispatch 05						
43) Acknowledgement of receipt (driver): Consignment above received complete and in a regular state.		42) Acknowledgement of receipt: Consignment above received complete and in a regular state.						
Date Time Signature		Company stamp/Signature						
45) It will be effective the "Allgemeine Deutsche Speditionbedingungen (ADSP)" Legal domicile will be at the company headquarters of the Consolidator.		44) The Consignment contains exchanged Euro-Flat-Pal. (FP) Euro-Flat-Pal. (FP) Euro-Skai-Box (GP) Euro-Skai-Pal. (GP)		46) for consignee				
(02) Suppliers No. 		(06) Consignment-loading reference number 						
(10) Consolidators No. 		(13) Cargo manifest						

Contents and structure of the forwarding order correspond to VDA recommendation 4922.

One forwarding order is generated per unloading point given.

4.2.2 Explanations of the registration fields

Registration form shipment/delivery note level



(Refer to [chapter 3.4.3.2](#) for an example of a form)

Shipment number	Is allocated by the user; Uniqueness within one calendar year is checked.
Code for special delivery	Standard setting: normal delivery. Deviations must be agreed with planners.

Delivery notes

Delivery note number	Is allocated by the user; Uniqueness within one calendar year is checked.
DN-pos	Consecutive within one delivery note.
DN-date	Is pre-allocated by the system; can be overwritten.
Customer part number	Customer's part number; is selected from the numbers in the current delivery instructions and cannot be overwritten.
Delivery quantity	To be entered by the user
Quantity unit, Order number, Order position, Unloading point	Are also pre-allocated from the delivery instructions following selection of the part number. According to VDA and DIN standards only one order number can be used per delivery note!

Shipment data

Type of packaging	Is pre-allocated from DI in as far as data were included. (Selection list according to VDA4913)
Number	Number of types of packaging used (e.g. 2 pallets => 2).
Weight of the shipment Gross Net	Total weight of the materials listed in this shipment.
Supplier plant, country code, postcode	Clear-text input of the supplier plant; later, entries can be selected from a pre-allocated list using the "  " button.
Scheduled date of arrival Scheduled time of arrival	Date + time at which - according to customer specification - the shipment should arrive (is not being used at the moment)
InCoTerms	Indicates who has to bear how much of the freight costs. Has been agreed in advance between the customer planner and the supplier. (Selection list according to VDA4913)
Transport Mode	Type of transport. (Selection list according to VDA4913)
Type of Transport	Supplementary information about the transport as advance information for the customer. (Selection list according to VDA4913)
Code for means of transport	Expression of the key for the means of transport (E.g.: mode of dispatch: own truck, key for means of transport: vehicle registration number, code for means of transport: "BI-KH 111")
Means of transport	May be required to specify further means of transport "not self-propelled" such as a truck trailer, for example.
Hazardous goods	Yes/no button in order to communicate on the shipment level whether the complete shipment contains any hazardous goods.
Carrier code	Clear-text carrier; later, entries can be selected from a pre-allocated list using the "  " button.
Freight carrier	Name of the driver (e.g.)
Shipment Day	Date on which the shipment is to be handed over to the transport company. Is pre-allocated by the system but can be overwritten.
Shipment Time	Time at which the shipment is to be handed over to the transport company. Is pre-allocated by the system but can be overwritten.

Registration form delivery note/packing position level

(Refer to [chapter 3.4.3.3](#) for an example of a form)

Shipment number	Information (for the user) about the current shipment
"Delivery note" line	Information (for the user) about the delivery note (position) for which data are currently being entered.

Positions/Additional data per delivery note

Pos.	Serial number
Packing part number, customer	Is pre-allocated from the delivery instructions in as far as data were included.
Packing part number, supplier	Analogue key of the supplier (if required)
Quantity	Quantity of the packing means named, is also pre-allocated by the delivery instructions (if included)
Number	Number of packing items
Packing item no. from	Number of packing item(s)
Packing item no. to	Number of packing item(s)
It is checked during saving/closing whether the number, quantity and packing item numbers entered for the data are consistent with each other i.e. fit the delivery quantity and fit together logically. (Example: Delivery quantity: 100 = 2 packing items containing a quantity of 40 + 1 packing item containing a quantity of 20)	
LI	Label Identifier. Expressions according to VDA4913: G: Mixed packing item M: Master label S: Single label (being used at the moment)
PI	Packaging Identifier. Expressions according to VDA4913: blank/M: returnable packaging E: disposable packaging
PrI	Property Identifier (only if field LI = M) Expressions according to VDA4913: blank: not defined K: returnable packaging, property of the customer L: returnable packaging, property of the supplier (must be returned) D: returnable packaging, leased from third party (must be returned)
Hazardous goods	To be filled out according to the specifications given in the act governing the road haulage of hazardous materials (GGVS)

Further data

Warehouse	Is pre-allocated from the delivery instructions in as far as data were included.
Line location	Is pre-allocated from the delivery instructions in as far as data were included.
Usage key	Expressions according to VDA4913: S: General series E: General replacement part U: Series and replacement V: Trial P: Pilot Z: Additional requirements M: Initial sample Y: Sample X: Other blank: without specification The key to be used must be agreed in advance.

Consignation	Is not being used at the moment.
Batch number	To be entered by the user.
Date of manufacture	Of the material to be dispatched by the supplier
Alteration status Design	Of the material to be dispatched by the supplier
Part number, supplier	Supplier key (if required)
Delivery quantity 2	Ref. to supplier part number (if deviations exist)
Unit of measure	Ref. to supplier part number (if deviations exist)
Country of origin	Of the material to be dispatched by the supplier
Dispatch date	Should this date deviate both from the delivery note date and the handover date.
Goods subject to duty	Yes/no button for part number
Free text re. part number	Can be used for any number of entries up to a maximum length of 210 characters.

All the information listed in the fields above is used in the Delivery Papers - depending on their allocation.

In addition, all the entries made/selected are displayed again in an overall summary following the "Commit" function so that they can be checked.
(See [chapter 3.4.3.4](#))

The Delivery Papers can be requested from this view (with the exception of the label at the moment).

4.3 Structure of ERSs/SBIs & Purpose of the Informations Transmitted

Example of a ERS/SBI cover sheet (refer also to [chapter 3.4.4.3](#))

Self Billing Invoice - Cover		
Receiver (Supplier)	Producer (Client)	Self Billing Invoice
LIEFERANT STRASSE PLZ ORT LAND DE123456789 LIEFERANT	Muster-Mandant Musterstrasse 12345 Musterstadt Musterland DE123456789 11111	From 08-AUG-01 Due date 26-SEP-01 Credit Note No. 123456-1 Destinat. Plant 0000 Currency EUR
Net Sum		11,049.65
Value Added Tax		1,767.95
Total Sum		12,817.60
Discount		0.00

Contents and structure of the ERS/SBI cover sheet correspond to the simplified representation according to VDA recommendation 4908.

Additional information about some of the fields used:

ERS/SBI	
From	Date on which the ERS/SBI was drawn up.
Payment date	Date on which the ERS/SBI is due.
Slip number	Number under which the ERS/SBI is drawn up and filed at the customer's.
Destination plant	Customer plant which accepted the delivery and triggers the respective ERS/SBI.
Currency	Currency in which the complete ERS/SBI has been calculated.
Positions	
Net ERS/SBI	Net amount of the ERS/SBI.
Tax	Amount of value added tax
Total ERS/SBI	Overall sum of the ERS/SBI
Discount	Agreed discount if applicable

Example of a detailed view of a ERS/SBI (refer also to [chapter 3.4.4.4](#))

Self Billing Invoice - Detail																											
Receiver (Supplier)			Producer (Client)			Self Billing Invoice																					
LIEFERANT STRASSE PLZ ORT LAND DE123456789 LIEFERANT			Muster-Mandant Musterstrasse 12345 Musterstadt Musterland DE123456789 11111			From 08-AUG-01 Due date 26-SEP-01 Credit Note No. 123456-2 Destinat. Plant 0000 Currency EUR																					
<table border="1"> <thead> <tr> <th colspan="3">Contact Person</th> </tr> </thead> <tbody> <tr> <td>Name</td> <td>Fibu-Mitarbeiter</td> <td>Phone</td> <td colspan="2">(01234) 5678-0</td> </tr> <tr> <td>Department</td> <td>FIBU</td> <td>Fax</td> <td colspan="2">(01234) 5678-999</td> </tr> <tr> <td>E-Mail</td> <td colspan="4">fibu@kunde.com</td> </tr> </tbody> </table>										Contact Person			Name	Fibu-Mitarbeiter	Phone	(01234) 5678-0		Department	FIBU	Fax	(01234) 5678-999		E-Mail	fibu@kunde.com			
Contact Person																											
Name	Fibu-Mitarbeiter	Phone	(01234) 5678-0																								
Department	FIBU	Fax	(01234) 5678-999																								
E-Mail	fibu@kunde.com																										
Delivery Note		23681	Date		06-JUN-01																						
TC	Article Number	Order Number	Unit Price	PU	Sum net before turnover tax	VAT	Amount turnover tax	Sum																			
	Test report number customer	Goods received date	Quantity	UQ	Discount amount	Disc. %																					
1	525-16	5500023797	86	2	1,032.00	16.00	165.12	1,197.12																			
	4000995484		1200	PCE	0.00	0.00																					
Delivery Note		23682	Date		08-JUN-01																						
TC	Article Number	Order Number	Unit Price	PU	Sum net before turnover tax	VAT	Amount turnover tax	Sum																			
	Test report number customer	Goods received date	Quantity	UQ	Discount amount	Disc. %																					
1	089-139	5500010627	60.33	2	241.32	16.00	38.61	279.93																			
	4000995485		400	PCE	0.00	0.00																					
Sum:					1,273.32		203.73	1,477.05																			

Contents and structure of the detailed view of the ERS/SBI correspond to the simplified representation according to VDA recommendation 4908.

Additional information about some of the fields used:

ERS/SBI	
From	Date on which the ERS/SBI was drawn up.
Due date	Date on which the ERS/SBI is due.
Slip number	Number under which the ERS/SBI is drawn up and filed at the customer's.
Destination plant	Customer plant which accepted the delivery and triggers the respective ERS/SBI.
Currency	Currency in which the complete ERS/SBI has been calculated.
Customer contact	
	Is not being used at the moment.
Positions	
Delivery note number	Delivery note the ERS/SBI is referring to.
Date	Date of the delivery note
TC	Transaction code. Expressions according to VDA4908: 01 = Incoming goods 02 = Correction of incoming goods 03 = Return shipment 04 = Consignation material 05 = Transport damage 97 = Return delivery/cancellation 99 = Other
Part number	Customer part number the ERS/SBI is referring to.
Order no.	Order number of the part number in the delivery instructions
Unit price	Net price without turnover tax (VAT) based on the price unit.
PU	Price unit, expressions according to VDA4908: 01 = per 1 unit 02 = per 100 units 03 = per 1000 units 99 = per given quantity
Amount before VAT	Total amount net (of this delivery note position)
VAT in %	Percentage value of VAT (of this delivery note position)
Amount VAT	Amount of VAT (of this delivery note position)
Amount	Gross amount (of this delivery note position)
Incoming goods reference	Incoming goods slip number
Incoming goods date	Date on which the goods were accepted.
Quantity	Quantity accepted (Note: can deviate from the quantity on the delivery note!)
UQ	Unit of Quantity
Amount of discount	Amount of discount if applicable
Discount in %	Percentage value of discount if applicable
Total:	The sum values of the following fields are given: - Amount before VAT - Amount of VAT - Amount These are also given as sum values on the cover sheet.

4.4 Structure of Orders & Purpose of the Information Transmitted

(refer also to [chapter 3.4.5.5](#))

Order						Page 1 of 4
Supplier						
Suppliers No.	LIEFERANT			Contact person	Disponent Lieferant	
Phone				Fax		
Name 1	Lieferant 1			Name 2		
Name 3				Name 4		
Street	Strasse 1					
Country code	<input type="checkbox"/>	Region	Zip code	11111	Town	Ort 1
Details about the customer						
Customers No.	23757			Contact person	Disponent 1	
Phone	(01234) 5678 - 0			Fax	(01234) 5678 - 888	
E-Mail	disponent@kunde.com			Department	Abteilung Disp. 1	
Name 1	Kunde 11			Name 2		
Name 3				Name 4		
Street	Strasse 1					
Country code	<input type="checkbox"/>	Region	Zip code	11111	Town	Ort 1
Details about the invoicee						
Invoicee number	23757			Contact person	Fibu 1	
Phone	(01234) 5678 - 0			Fax	(01234) 5678 - 888	
E-Mail	fibu@kunde.com					
Name 1	Kunde 12			Name 2		
Name 3				Name 4		
Street	Strasse 1					
Country code	<input type="checkbox"/>	Region	Zip code	11111	Town	Ort 1
Order: Header data						
VAT-No.	DE123456789		Contract number	5500012345	Date of order	05-JUN-01
Booking			Kind of order		creation date of the message	05-JUN-01
Kopftext	Es gelten unsere Einkaufsbedingungen					
Versandvorschrift	Verpackung gemäss Richtlinie					
Currency	EUR					

Order					Page 2 of 4	
Order item position						
Pos.No.	Part-No.	QU	PQU	Price	Quant.-Price Unit	
000001	889-00	ST	ST	429	100	
Short-Text (+ Text basis data) SECHSKANTSCHRAUBE Nach Zeichnung						
Pos. Code		Pos.-Type				
004		000				
Order confirmation required		Type of accounting		Contract data		
Position text M 10 X 16 - 8,8 ISO 4017 A2E						
Suppliers part number		Part name Supplier				
66123		Schraube, 6-Kant				
Delivery Date		Quantity				
26-JUN-01		100				
26-AUG-01		200				
Sum		100				
Details about the Recipient						
Recipient Number		4000991260		Contact person Lager 1		
Phone		(01234) 5678 - 0		Fax (01234) 5678 - 777		
E-Mail		WE@kunde.com		Department Wareneingang		
Name 1		WE Werk 1		Name 2		
Name 3		Name 4				
Street		Strasse 13				
Country code		Region		Zip code 11113		Town Ort 13
Plant name		Plant Kunde Werk 1		Unload. P1 1111		
Consuming location Band 1		Storage		Lager 1		
Sum						
Qualifier 002		Sum total		1.287,00		Currency EUR

Further details about the fields listed will be presented at a later date.

4.5 Glossary / Definition of Terms

- ERP system: "Enterprise Resource Planning"
This term denotes systems used for the flow of goods and values within an enterprise, i.e. for inventory management, procurement logistics, financial accounting etc.
- VDA: The German Association of the Automotive Industry (VDA) consists partly of automobile manufacturers and their development partners, the suppliers and partly of the manufacturers of trailers, body superstructures and containers. The VDA developed the standard for Electronic Data Interchange, which the WebEDI solution refers to.
- Acrobat Reader: This is a tool commonly used on the Internet to display PDF files (PDF = Portable Data Format => highly compressed format for various types of information), and allows PDF files to be read independent of the hardware platform.
URL: <http://www.adobe.com/products/acrobat/alternate.html>



Enclosures

This summary will be extended as required.

* **Summary of contacts**

This summary is provided in the Web application online under the "Help" function.