
GM MGO webEDI Quick Start Guide

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Setup User Preference Information

Step 1: Accessing the Edit Preference Screen

- a) From the Main Menu click on preferences
- b) Click on edit preferences
- c) The edit user preference screen will be displayed

The screenshot shows a web application interface. At the top, there is a navigation bar with links: 'home', 'portal', 'help', and 'contact us'. Below this is a main menu with items: 'create', 'reports', 'administration', 'preferences', and 'edit preferences'. Callout 'a' points to the 'preferences' menu item. Below the main menu is a sub-menu with 'edit user preferences' highlighted. Callout 'b' points to this sub-menu item. Callout 'c' points to the main content area. The main content area is titled 'edit user preferences' and contains a form with the following fields:

user information:	
user id:	SGMLAAMA
first name:	International Web Supplier
last name:	GMB Test
job title:	
company name:	GMB International Test Supplier
preferred language*:	English (US) ▾
time zone*:	(EST) Eastern Standard Time ▾
inbox view*:	Document ▾
draft view:	ASN ▾
sent view:	ASN ▾
history view:	Document ▾
show requirements from past (# days):	999
show requirements into future (# days):	999

These fields are used to establish a default date range for displaying schedules or kanbans. The forms that display dated requirements have filters that can be used to adjust the default date range. For the infrequent user of Supplier Connection, it is suggested that a

Setup User Preference Information

Step 2: Setup mandatory fields (fields highlighted in red font).

- Select preferred language (Spanish) from the drop down box.
- Select your time zone from the drop down box.
- Select document (default value) from the inbox view drop down box.

supplier connection International Web Supplier GMB Test, GMB International Test Supplier home portal help contact us

view create reports administration preferences reference help

edit preferences

edit user preferences

user information:

user id:	SGMLAAMA
first name:	International Web Supplier
last name:	GMB Test
job title:	
company name:	GMB International Test Supplier
preferred language*:	English (US)
time zone*:	(EST) Eastern Standard Time
inbox view*:	Document
draft view	ASN
sent view	ASN
history view	Document
show requirements from past (# days)	999
show requirements into future (# days)	999

These fields are used to establish a default date range for displaying schedules or kanbans. The forms that display dated requirements have filters that can be used to adjust the default date range. For the infrequent user of Supplier Connection, it is suggested that a large number be placed in each field so that no requirements are "hidden" from your initial view of a display.

Setup User Preference Information

Step 3: Setup optional fields.

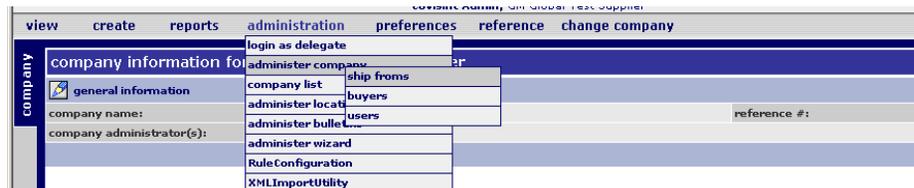
- Accept the default value of "ASN" for both the Draft View and Sent View fields.
- Accept the default value of "Document" for the History View field.
- Enter **999** in both the Show Requirements from past and Show requirements into future fields
- Enter your e-mail address in the e-mail address field.

Note: An e-mail notification will be sent to this e-mail address when a schedule is delivered to your Supplier Connection inbox. GM is requiring all Suppliers to setup this feature.

draft view	ASN	}	a
sent view	ASN		
history view	Document	}	b
show requirements from past (# days)	999		
show requirements into future (# days)	999	}	c
These fields are used to establish a default range for displaying schedules or kanbans. The forms that display dated requirements have filters that can be used to adjust the default date range. For the infrequent user of Supplier Connection, it is suggested that a large number be placed in each field so that no requirements are "hidden" from your initial view of a display.			
email address:	<input type="text"/>		d
			email address to receive inbound documents

Add Ship From Address & DUNS Number

Step 1: From the menu bar click on administration → administer company → ship from to display your company's ship from locations.



Step 2: Click on the paper and magnifying icon next to the ship from location that requires address information and/or DUNS number to be added or updated.



Add Ship From Address & DUNS Number

Step 3: Within the location screen click on the pencil icon next to general information.

location: INTERNATIONAL STEEL GROUP INC options: return to location list

general information

location name: INTERNATIONAL STEEL GROUP INC reference #: 003913423

users ship to

showing 21 thru 34 of 14 trading partners page: 1

select	buyer	ship to	dock	default carrier	ship from edi code
<input type="checkbox"/>	General Motors - Global	GM Location 18171(18171)	21	select	003913423
<input type="checkbox"/>	General Motors - Global	GM Location 18171(18171)	22	select	003913423
<input type="checkbox"/>	General Motors - Global	GM Location 18171(18171)	27	select	003913423
<input type="checkbox"/>	General Motors - Global	GM Location 18171(18171)	B1162	select	003913423
<input type="checkbox"/>	General Motors - Global	GM Location 18171(18171)	LCPD	select	003913423
<input type="checkbox"/>	General Motors - Global	GM Location 18171(18171)			003913423

Add Ship From Address & DUNS Number

Step 4: Enter your company's DUNS, address and contact information. Click the SAVE button at the bottom of the screen after all information has been added.

enter the following information:

company name:	GM Global Test Supplier		
location edi code:			
reference #:	ENTER 9 DIGIT DUNS		
timezone:	(GMT) Greenwich Mean Time		
location name*:	COMPANY NAME		
location name 2:			
street address 1:	ADDRESS 1		
street address 2:	ADDRESS 2		
street address 3:			
city, state and zip:	CITY	STATE	ZIP
country:	2 DIGIT COUNTRY CODE		
location phone:			
location fax:			
location e-mail:			
contact name:	CONTACT NAME		
contact phone number:	CONTACT PHONE		
contact fax number:			
contact email:	E-MAIL ADDRESS		
Logo Name:			

save location info changes OR cancel and return to administration home

Bar Code Label:
Sample Ship From Address

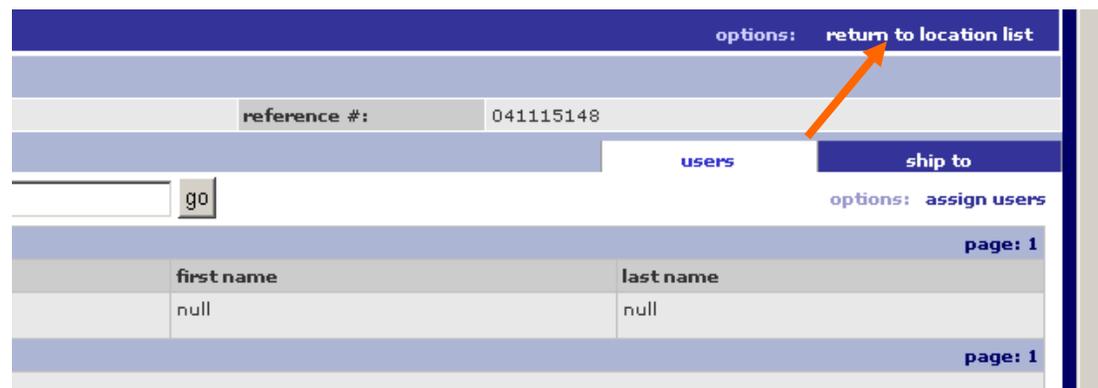
FROM:
QUASAR INDUSTRIES INC
ADDRESS 1
ADDRESS 2
ROCHESTER HILLS MI US
JSMITH@QUASAR.COM
ASSEMBLED/MADE IN US

QUANTITY



Add Ship From Address & DUNS Number

Step 5: Repeat steps 2 thru 4 for each unique ship from location. Click on return to location list to navigate back to list of ship from locations.



The screenshot shows a web application interface with a blue header bar containing the text "options: return to location list". Below the header is a form with a "reference #:" label and the value "041115148". To the right of the form is a "users" section with a "ship to" button and "options: assign users" text. Below the form is a "go" button. At the bottom of the form is a table with two columns: "first name" and "last name", both containing the value "null". The table is labeled "page: 1" at the bottom right. An orange arrow points from the "return to location list" link in the header to the "ship to" button.

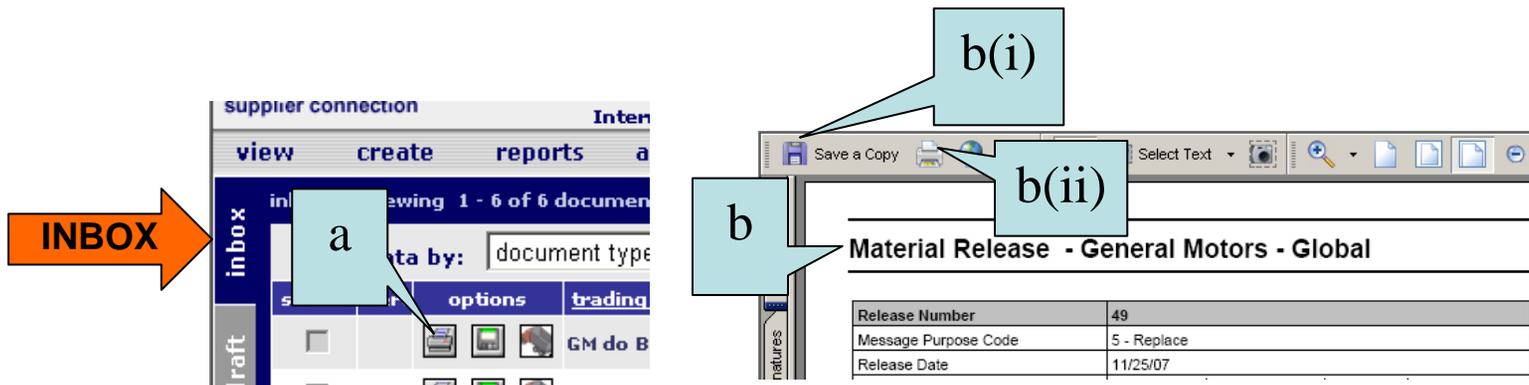


Note: The ship from address information needs to be added prior to creating an ASN, especially if you are using the print bar code feature. If you add the ship from address information after creating or sending the ASN the ship from address will not appear on the bar code label. You will have to recreate the ASN once you have added the ship from address and DUNs number.

View GM Outbound Schedule PDF Documents

Step 1: To View the Schedule in the PDF Format

- a) From the Inbox, click on the Printer icon in the Options column.
- b) The PDF report will be displayed
 - i. To SAVE the PDF report to your local machine, click on the DISK icon
 - ii. To print the PDF report, click on the Printer icon.



View GM Outbound Schedule PDF Documents

The schedule report will communicate whether the part requirements are planning or firm based on the forecast type. If the forecast type is planning these are the quantities the supplier should plan on shipping the week specified in the date field. If the forecast type is firm these are the quantities that the supplier must ship the week specified in the date field.

The screenshot shows a 'Material Release - General Motors - Global' report. It contains several tables and fields. Three callouts highlight specific information:

- Release Number:** A callout points to the 'Release Number' field, which has the value 49.
- Part Number:** A callout points to the 'Part Number' field, which has the value 28280677.
- Part requirements:** A callout points to the 'Forecast Type' and 'Quantity' columns in the bottom table.

Release Number	49
Release Date	11/25/07
Horizon Date	From: 11/25/07 To: 8/30/08
Schedule Quantities	A - Discrete
Forecast Type	PS - Planned Shipment Based
Ship-To Plant	Talegaon Plant (72972)
Ship From	LEAR (650748890)

Part Number	28280677
Purchase Order Number	21CG0004
Purchase Order Line Number	
Unit of Measurement	EA
Model Year	7
Dock	PTS1
Line Feed	GAKE10D3
Part Release Status	
Container Part Number	
Container Type	
Parts per Container	0
Ship Delivery Pattern Code	21
Raw Material Authorization	0 From: 10/27/07 To: 12/23/07
Fabrication Authorization	0 From: 10/27/07 To: 12/9/07
Prior Cumulative Quantity Required	0 From: 10/27/07 To: 11/24/07
Cumulative Shipped	0 From: 10/27/07 To: 11/24/07
Contact Name (Phone)	

Period Type	Date	Forecast Type	Quantity
W - Week	3/17/08	4 - Planning	4

View GM Outbound Schedule PDF Documents

Step 2: Save the Schedule to a CSV or TXT file format

- a) From the Inbox, click on the Disk icon in the Options column.
- b) The download document window will be displayed
 - i. From the drop down arrow select the preferred format.
 - CSV format will save the data to an excel spreadsheet
 - TXT format will save the data in a comma delimited format

Note: Any information contained in the note section of the PDF report will not be available in the TXT and CSV format.

- ii. Click the download button to save or open the document in the selected format.



ASN Processing – Create a Carrier Profile

Carrier Screen

supplier connect... GM Daewoo Test Supplier 1, GM Daewoo Test Supplier home portal help contact us

view create reports administration preferences reference help

GM Daewoo Test Supplier - carriers

options: add carrier

delete	options	carrier name
<input type="checkbox"/>		Eagle Logistics
<input type="checkbox"/>		Unknown SCAC

delete selected

options: add carrier

- 1) Create a Carrier profile in the carrier table
 - a) Click on Reference from the menu bar.
 - b) Click on carriers menu item. The Carrier screen will appear.
 - c) Click on Add Carrier.

ASN Processing – Create a Carrier Profile

supplier connection GM Daewoo Test Supplier 1, GM Daewoo Test Supplier home portal help contact us

view create reports administration preferences reference help

edit carrier information...: *required fields

general information:

SCAC code*: UNKN ?

carrier name*: Unknown Carrier SCAC

conveyance code: M (Motor)

freight terms:

excess transportation number:

excess transportation responsibility:

equipment description code: TE (Trailer)

equipment initial:

equipment number:

- 1) Create a Carrier profile in the carrier table continued
 - d) Enter the carrier's SCAC code.
Note: Click on the question mark icon for code help.
 - e) Enter the carrier's name.
 - f) Select a conveyance code from the drop down list.
 - g) Select equipment description code from the drop down list.

Repeat the steps to create a carrier profile for each carrier.

ASN Processing – Create ASN Using Document Turnaround

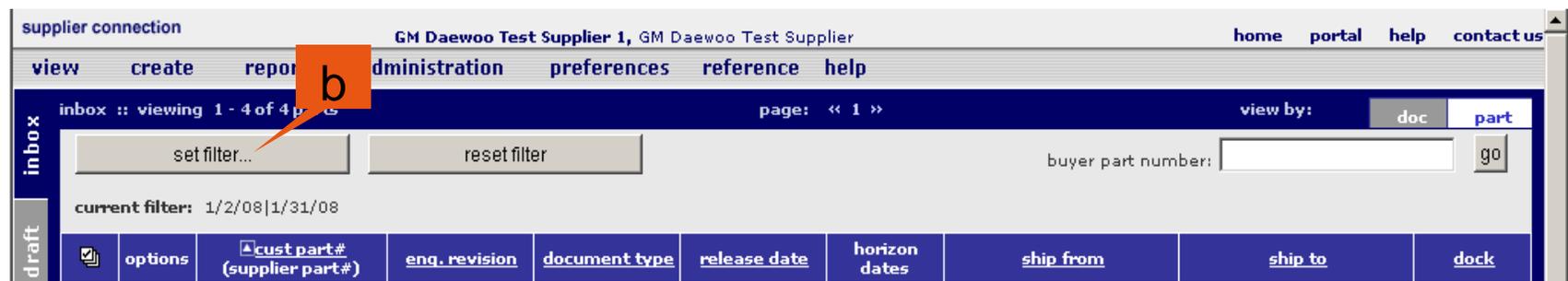
Create ASN Using Document Turnaround - This option should be used if you are receiving a Material Release or Shipping Schedule from GM (these messages would appear in your Supplier Connection inbox).

1. Turnaround Shipping Schedule

a) Open 'part' view of your Inbox folder.



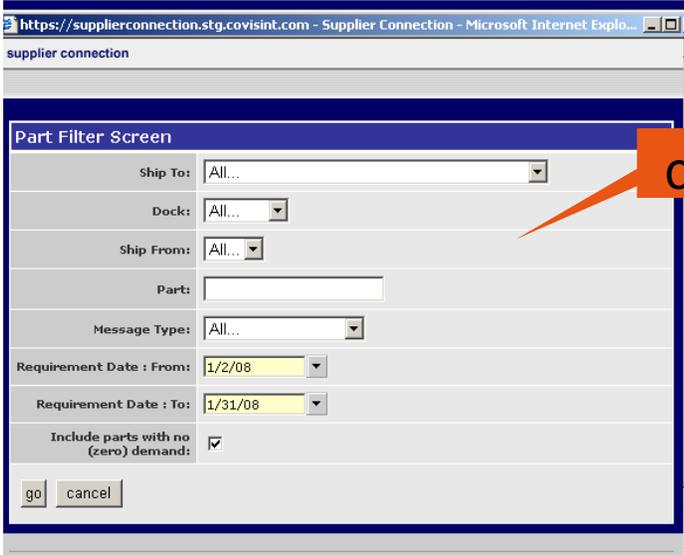
b) Optionally, use the 'set filter' button if a large number of records are present in the Inbox.



ASN Processing – Create ASN Using Document Turnaround

1. Turnaround Shipping Schedule continued

c) Filter parts for a particular ship-from / ship-to combination. Note that additional parts may be filtered out by narrowing the requirement from-date/to-date range. Click the 'go' button.



The screenshot shows a web browser window with the URL <https://supplierconnection.stg.covisint.com>. The page title is "supplier connection". The main content area is titled "Part Filter Screen" and contains the following fields:

- Ship To: All... (dropdown menu)
- Dock: All... (dropdown menu)
- Ship From: All... (dropdown menu)
- Part: (text input field)
- Message Type: All... (dropdown menu)
- Requirement Date : From: 1/2/08 (dropdown menu)
- Requirement Date : To: 1/31/08 (dropdown menu)
- Include parts with no (zero) demand:

At the bottom of the form are two buttons: "go" and "cancel". A red callout box with the letter "C" points to the "Ship To" dropdown menu.

ASN Processing – Create ASN Using Document Turnaround

1. Turnaround Shipping Schedule continued

d) The Inbox screen will display parts based on the filter settings.

- The yellow yield sign next to the part number indicates the first time a schedule has been received into Supplier Connection containing this part number.

e) Select (check) parts to be included in the ASN.

f) Click the 'turnaround selected' button. A processing screen will display while the ASN is being created.

options	cust part# (supplier part#)	eng. revision	document type	release date	horizon dates	ship from	ship to	dock	reference #
<input checked="" type="checkbox"/>	94742135		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input checked="" type="checkbox"/>	94742136		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input checked="" type="checkbox"/>	95620969		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95621581		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95622511		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95622512		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95622687		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95623096		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95626627		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95626628		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95628743		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95628754		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	95630789		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214
<input type="checkbox"/>	97147858		Shipping Document	8/2/09 12:00 AM	8/2/09 - 8/16/09	YAZAKI CIEMEL	GM Colombia	LOCAL	09214

print selected download selected CSV download selected TXT move selected to history turnaround selected

inbox :: viewing 1 - 14 of 14 parts page: << 1 >> view by: doc part

ASN Processing – Create ASN Using Document Turnaround

options	status	buyer part no	quantities	packaging	reference numbers
<input type="checkbox"/>		A0139GAB	ship quantity* 2300 Kilogram (KGM) cumulative shipped 0 Original Requirement 2300 Quantity number of containers 2 number of pallets 1	container select.. pieces per container* containers per pallet* 0	purchase order* 1234567 Dock Code line feed A0139A Kanban Number

2. Enter part summary level information

a) The ship quantity will contain the first open requirement quantity from the Material Release. Enter the number of pieces being shipped and the unit of measure from the drop down box if the pre-populated quantities is not the quantity being shipped.

b) Enter the cumulative shipped quantity since the start of the inventory year.

c) Select container from drop down list. If no containers are listed or the container type is not listed you will need to build a container record. **A container is required if you will be using the create bar code label feature.**

- To create a container record click on the pencil icon () next to the part number. Reference the Bar Code Label Configuration Requirement section for further details on how to configure a container record.

ASN Processing – Create ASN Using Document Turnaround

ship notice identification

GM

asn number* 579 ship from INTERNATIONAL STEEL GROUP INC ship to GRAND RAPIDS MTAL dock

add line item part master update available packaging

select a part to add add part to asn add new part to list view containers view pallets

part summary level viewing 1 - 1 of 1 parts page: << 1 >> buyer part no go

options	status	buyer part no	quantities	packaging	reference numbers
<input type="checkbox"/>		A0139GAB	ship quantity* 2300 Kilogram (KGM) cumulative shipped 0 Original Requirement Quantity 2300 number of containers 2 number of pallets 1	container select.. pieces per container* 0 containers per pallet* 0	purchase order* 1234567 Dock Code line feed A0139A Kanban Number

deleted selected configure packaging edit label marks reset packaging

2. Enter part summary level information continued

- d) Enter or modify the pieces per container. If you have created a container record this value will contain the value entered in the buyer article screen.
- e) Enter or modify containers per pallet. If you have created a pallet record this value will contain the value entered in the buyer article screen. **A pallet record is required if you will be using the create bar code label feature.**
 - To create a pallet record click on the pencil icon () next to the part number. Reference the Bar Code Label Configuration Requirement section for further details on how to configure a pallet record.

ASN Processing – Create ASN Using Document Turnaround

ship notice identification

GM

asn number* 579 ship from INTERNATIONAL STEEL GROUP INC ship to GRAND RAPIDS MTAL dock

add line item part master update available packaging

select a part to add add part to asn add new part to list view containers view pallets

part summary level viewing 1 - 1 of 1 parts page: << 1 >> buyer part no [] go

options	status	buyer part no	quantities	packaging	reference numbers
<input type="checkbox"/>		A0139GAB	ship quantity* 2300 Kilogram (KGM) cumulative shipped 0 Original Requirement Quantity 2300 number of containers 2 number of pallets 1	container select.. pieces per container* containers per pallet* 0	purchase order* 1234567 Dock Code line feed A0139A Kanban Number

deleted selected configure packaging edit label marks reset packaging

2. Enter part summary level information continued

- f) The Purchase Order field will be pre-populated if the Material Release document contained the PO Number. If blank manually enter the contract PO.
- g) The Dock Code field will be pre-populated if the Shipping Schedule document contained the Dock code.
- h) The Line Feed field will be pre-populated if the Shipping Schedule document contained the Line Feed.

ASN Processing – Create ASN Using Document Turnaround

The screenshot shows a web-based form titled "shipment information" with several sections: "dates", "carrier", "packaging / weights", "reference numbers", and "shipment address information".

- dates:** document date (6/28/09), time (19:49 EST), and ship date* (highlighted with callout 'a').
- carrier:** carrier* (select.., highlighted with callout 'b'), scac*, mode of conveyance* (select.., highlighted with callout 'c'), equipment description code* (select..), equipment number, and trailer.
- packaging / weights:** net weight* (0), gross weight* (0), and two select.. dropdowns.
- reference numbers:** Material Flow Authorization* (select..), master bill of lading, carrier reference number, excess responsibility (select..), Excess Transportation Number, and air bill.
- Buttons:** save asn, verify asn, print delivery note, print labels, cancel, and send asn.
- shipment address information:** ship from and ship to (2345 SOUTH STREE, GRAND RAPIDS, M1).

3. Enter shipment information

- a) Enter the ship date and time.
- b) From the carrier drop down list select the carrier name. If the carrier name is not listed in the drop down list you will need to add the carrier to the carrier table. Reference Create a Carrier Profile section of this document for instructions on how to add a carrier.
 - SCAC field will automatically be populated from the carrier table when you save, send or verify the ASN
- c) Select mode of conveyance from the drop down list.

ASN Processing – Create ASN Using Document Turnaround

The screenshot shows a web-based form titled "shipment information" with several sections and fields. Callouts d through i are placed over the form to indicate specific steps:

- d**: Points to the "equipment description code*" dropdown menu.
- e**: Points to the "equipment number" text input field.
- f**: Points to the "trailer" text input field.
- g**: Points to the "net weight*" text input field.
- h**: Points to the "gross weight*" text input field.
- i**: Points to the "Material Flow Authorization*" text input field.

Other fields and sections include:

- dates**: document date (6/28/09), 19:49 EST, ship date* (dropdown).
- carrier**: carrier* (dropdown), scac* (dropdown), mode of conveyance* (dropdown).
- packaging / weight**: net weight* (text input), gross weight* (text input), and unit of measure dropdowns.
- reference numbers**: Material Flow Authorization* (text input), master bill of lading (text input), carrier reference number (text input), excess responsibility (dropdown), Excess Transportation Number (text input), and air bill (text input).
- Buttons**: save asn, cancel, verify asn, send asn, print delivery note, print labels.
- shipment address information**: ship from (text input), ship to (2345 SOUTH STREE, GRAND RAPIDS, M1).

3. Enter shipment information continued

- d) Select equipment description code from drop down list.
- e) Enter equipment number if mode of conveyance is not motor.
- f) Enter trailer number if mode of conveyance is motor.
- g) Enter net weight and select unit of measure from the drop down list.
- h) Enter gross weight and select unit of measure from the drop down list.
- i) Enter Material Flow Authorization value.

ASN Processing – Create ASN Using Document Turnaround

The screenshot shows a web application interface for ASN processing. A callout box labeled "Error Dialog Pop-up Window" points to a window titled "Supplier Connection - Microsoft Internet Explorer provid..." which displays "ASN Messages". The messages include:

- buyer company: GM Daewoo Auto & Technology
- document number: 098765
- document date: 9/25/07 1:18 AM

Legend for error types:

- Fatal error: Indicates a condition that must be resolved before ASN can be transmitted.
- Warning: Indicates a potential error condition that does not prevent ASN transmittal.

Note: Note that after closing this window, the messages below can be displayed on ASN forms by placing cursor over the icon.

The main form has sections for "packaging/weights" and "reference numbers". The "reference numbers" section includes fields for "master of ling*", "reference number*", and "voice number*", with values 096543 and 098765. An "Error Icon" (a red exclamation mark) is visible next to the "reference number*" field. Below the form are buttons for "verify asn" and "send asn". A callout box labeled "Verify ASN Button" points to the "verify asn" button. Another callout box labeled "Send ASN Button" points to the "send asn" button. A third callout box labeled "Error Icon" points to the red exclamation mark icon.

4. **Verify ASN** – Click on the verify ASN button to check the ASN for errors. An error dialog pop-up window will appear if the ASN contains errors. The error dialog pop-up window will list the errors found in the ASN. The error icon(s) will also appear next to the field(s) in error. All fatal errors must be corrected before sending the ASN.

Note: The fields in red font are mandatory fields.

5. **Send ASN** – Click on the Send ASN button to send the ASN to GM. All mandatory fields must be populated and all fatal errors corrected before the application will send the ASN. The sent ASN will appear in the Sent folder. Click on the SENT folder to view all ASNs sent to GM.

ASN Processing – Create ASN Using Document Turnaround

The screenshot shows a web form titled "shipment information". It includes a "dates" section with fields for "document date" (9/25/07), "time" (00:18 GMT), and two dropdown menus for "ship to" (14:00) and "ship from" (13:00). At the bottom of the form, there are two buttons: "cancel" and "save asn". An orange callout box with a white arrow points to the "cancel" button, labeled "Cancel Button". Another orange callout box with a white arrow points to the "save asn" button, labeled "Save ASN Button".

The screenshot shows a web interface for "supplier connection" for "GM Daewoo Test Supplier 1, GM Daewoo Test Supplier". It features a navigation menu with "view", "create", "reports", "administration", "preferences", "reference", and "help". The main area displays a list of documents in the "draft" folder, with "filter data by" set to "trading partner (all)..." and "ship from" set to "ship from (all)...".

options	trading partner	ship to	dock	date created	reference #
<input type="checkbox"/>	Auto & Technology	Boryeong Engine (MGO Components)		9/24/07 8:18 PM	098765
<input type="checkbox"/>	Auto & Technology	GUNSAN Assembly		9/24/07 10:40 AM	59
<input type="checkbox"/>	GM Daewoo Auto & Technology	Boryeong Engine (MGO Components)		9/21/07 3:28 PM	55
<input type="checkbox"/>	GM Daewoo Auto & Technology	GUNSAN Assembly		9/20/07 11:36 AM	53
<input type="checkbox"/>	GM Daewoo Auto & Technology	GUNSAN Engine		9/20/07 11:35 AM	52
<input type="checkbox"/>	GM Daewoo Auto & Technology	GUNSAN Assembly		9/20/07 11:34 AM	51
<input type="checkbox"/>	GM Daewoo Auto & Technology	Boryeong Engine (MGO Components)		9/20/07 11:29 AM	49
<input type="checkbox"/>	GM Daewoo Auto & Technology	Boryeong Engine (MGO Components)		9/13/07 10:40 AM	44
<input type="checkbox"/>	GM Daewoo Auto & Technology	GUNSAN Engine		9/12/07 5:14 PM	42

Additional action buttons with in the Shipment Input form

- Cancel ASN** – Click on the CANCEL button to clear any recent changes (prior to clicking on SAVE). You will be transferred to the Draft folder.
- Save ASN** – Click on SAVE ASN to save changes in the shipment creation form. The ASN will be placed in the Draft folder. Access the DRAFT folder by clicking on the DRAFT tab. To modify a saved ASNs within the DRAFT folder click on the pencil icon () next to the ASN.

ASN Processing – Create ASN Using Document Turnaround

shipment information

dates		carrier		pac
document date	9/25/07	00:18 GMT	carrier*	Unknown SCAC
ship date*	9/24/07	14:00	scac*	
delivery date*	10/30/07	13:00	mode of conveyance*	Motor (M)
			equipment description code*	Trailer (TE)
			equipment number*	12345
cancel		print delivery note		
save asn				

shipment address information

ship from

Print Delivery Button

Shipment Notification (ASN) Report



Shipment ID (ASN #):	098765	Date & Time Shipped:	9/24/07 2:00 PM GMT
Plant:	Boryeong Engine (MGO Components (51801))	Date Received:	
Master Bill Of Lading:	096543		

Supplier		Carrier		Destination Point	
Name:	Test Location A	Name:	Unknown SCAC	Name:	Boryeong Engine (MGO Components)
Code:	123456789	Code:	UNKN	Code:	51801
Address:	111 North Street Detroit MI US US	Address:		Address:	Street Address 1 City State Zip
		Equipment Number:	12345	Dock Code:	
		Mode of Conveyance:			
		Carrier Reference Number:	66123		

ASN Part Level

Part Number	Quantity			UOM	Packaging						
	Shipped	Received	+/-		Type	Standard Pack	Number of Containers	Begin Serial	End Serial	Master Serial	Purchase Order
12345	10			C62	KLT4	5.0	2				PO1234
Gross Weight:	1,000						Total Containers:	2		Total Master Containers:	1

- ❑ **Print Delivery Note** – Click on the print delivery note to view the delivery note

ASN Processing – Create ASN Using Document Turnaround

The image shows a two-step process. On the left, a web form titled 'reference numbers' has a 'print labels' button. An orange arrow points from this button to a larger screenshot of the 'Barcode summary for General Motors - Global' UI. In this UI, a 'List of Available Labels' table has a printer icon in the 'options' column, with an orange arrow pointing to it. Below the table, a preview of a barcode label is shown with the following details:

QUASAR INDUSTRIES INC ADDRESS 1 ADDRESS 2 ROCHESTER HILLS MI US JSMITH@QUASAR.COM ASSEMBLED/MADE IN US	AM GENERAL HUMMER ADDRESS 1 ADDRESS 2 DETROIT MI US 48821 PLANT000 TZ BBB	QUANTITY: 10 PART NUMBER: 15135012	REFERENCE: 780021
UN 041115148 000367893		SHIPMENT DATE: 28JUN2010 CONTAINER TYPE: CARTONKG GROSS WEIGHT: 22 KG	EMPTY: STOCKMAN: XXXXXXXXFB05 SUT OTR QTR PNL

- ❑ Print GM Bar Code Labels – Click on the print labels to launch the Barcode summary UI screen. Within the Barcode summary UI screen click on the printer icon to generate the bar code label PDF document.

ASN Processing – Create ASN Using Document Turnaround



supplier connection Covisint Admin, GM Global Test Supplier home portal help contact us

view create reports administration preferences reference change company

sent :: viewing 1 - 15 of 57 documents page: << 1 2 3 4 >> view by: asn Other ASN Part View

filter data by: trading partner (all)... ship from: ship from (all)...

options	trading partner	ship to	dock	date sent	reference #	invoice #	status
	General Motors - Global	HOLDEN (72163)	EA02	6/13/09 4:34 PM	578		
	General Motors - Global	HOLDEN (72163)	EA02	6/13/09 4:30 PM	577		
	General Motors - Global	PONTIAC METAL FAB DIV.	15-2	6/13/09 4:18 PM	576		
	General Motors - Global	GRAND RAPIDS METAL		5/13/09 12:04 PM	564		
	General Motors - Global	GRAND RAPIDS METAL		5/13/09 11:39 AM	563		
	General Motors - Global	HOLDEN (72163)	EA02	4/20/09 2:33 PM	547		
				4/20/09 2:20			

Additional action buttons within the Sent Folder

- Print or View the Delivery Note () – Click on the printer icon to view the delivery note.
- Resend the ASN ()– Click on the bi-directional arrow icon next to the ASN you wish to resend to GM.



Before resending the ASN verify that GM has not received your ASN. Sending a duplicate ASN to GM will reject in the MGO application.

- Print Bar Code Label () – Click on the bar code printer to view bar code labels.

ASN Processing – Create ASN Using Document Turnaround

options	trading partner	ship to	dock	date sent	reference #	invoice #	status
<input type="checkbox"/>	General Motors - Global	HOLDEN (72163)	EA02	3/17/09 2:18 PM	486		
<input type="checkbox"/>	General Motors - Global	GMPT SLP TRANSMISSION (51977)	LOC	3/17/09 2:17 PM	519		
<input type="checkbox"/>	General Motors - Global	GME - 72424	JHC	3/17/09 2:15 PM	520		
<input type="checkbox"/>	General Motors - Global	GME - 72424	JHC	3/17/09 2:14 PM	520		
<input type="checkbox"/>	General Motors - Global	GMPT SLP TRANSMISSION (51977)	LOC	3/17/09 11:12 AM	519		

Additional action buttons within the Sent Folder

- Reactivate ASN** () – Click on the push button icon to perform the following functions:
 1. Send a cancel ASN to GM.
 - Cancel ASNs are identified with a red circle in the reference number column.
 2. Add or change information within the ASN.
 - This function allows the user to add additional parts or modify part information (ONLY). Do not delete parts from a 'sent' ASN. If the part is not being shipped to the customer, change the ship quantity to zero. Activated ASNs are placed in the DRAFT folder.

ASN Processing – Bar Code Label Configuration Requirements

Complete the following configurations prior to creating and printing bar code labels

- ✓ Associate a Supplier Part number to the GM part number
- ✓ Associate a Container Record to the GM part number
- ✓ Associate a Pallet Record to the GM part number
- ✓ Select Bar Code Label
- ✓ Enter Ship From Address Information
- ✓ Order Bar Code Label Stock

ASN Processing – Bar Code Label Configuration Requirements

➤ Associate a Supplier Part number to the GM part number

1

Click on add a Supplier Part Number. You will be transferred to the edit supplier part number screen.

ER H2 ASSEMBLY PLANT 48036

[edit supplier part master](#) [add supplier part master](#)

[edit container](#) [add container](#)

2

Enter the vendor part number, net weight and net weight uom of KG (the only UOM supported by GM is KG). Click on SAVE. You will transfer back to the Edit Buyer screen.

edit part info:

general information:

vendor part no*:

select location*:

part description:

net weight:

net weight uom:

country of origin:

commodity:

OR

3

Select your supplier part number from the drop down list. And click on the SAVE button at the bottom of the screen.

Edit Buyer Article Info: 15135012

general information:

buyer part no*: 15135012

location: QUASAR INDUS INC

part description:

supplier part master:

security article: 15148231

quality article: 15148321

container information: 24230779

container no./package code: 55669964

parts per container: A0322CAC

part uom: A7612CCB

pallet information: ABCDEFG

pallet type: B0040CAB

4

Click on the SAVE button at the bottom of the Edit Buyer Article screen. After clicking on the SAVE button you will be transferred back to the ASN input form.

ASN Processing – Bar Code Label Configuration Requirements

➤ Associate a Container Record to the GM part number

1

Click on add a container. You will be transferred to the edit container screen.

The screenshot shows the 'Edit Buyer Article' screen. At the top, there is a 'ship to' field with the value 'GME - 72325'. Below this, there are two buttons: 'edit supplier part master' and 'add supplier part master'. Further down, there are two more buttons: 'edit container' and 'add container'. A callout box with the number '1' points to the 'add container' button.

2

Enter CNT70 as the package code and CARTON (or the container type sent in the Material Release) as the supplier container part no. Enter the tare weight and enter KG as the tare weight UOM. Click the SAVE button. You will be transferred back to the Edit Buyer Article screen.

The screenshot shows the 'edit container information' screen. It has a 'general information' section with the following fields: 'buyer name' (General Motors - Global), 'package code*' (CNT70), 'supplier container part no*' (CARTON), 'customer container part no*', 'returnable flag' (radio buttons for yes/no), 'container description', 'container length', 'container width', 'container height', 'container size uom', 'tare weight' (0.000), and 'tare weight uom'. At the bottom, there are three buttons: 'save', 'changes OR', and 'cancel'. A callout box with the number '2' points to the 'package code*' and 'supplier container part no*' fields.

4

Select the container number from the drop down list. Enter the parts per container quantity. The UOM field will contain the UOM sent in the Material Release or Shipping Schedule message.

The screenshot shows a section of the form with three fields: 'container no./package code' (CARTONKG), 'parts per container' (10), and 'part uom' (EA). A callout box with the number '4' points to the 'container no./package code' field.

4

Click on the SAVE button at the bottom of the Edit Buyer Article screen. After clicking on the SAVE button you will be transferred back to the ASN input form.

The screenshot shows a close-up of the 'save' button at the bottom of the form. A callout box with the number '4' points to the 'save' button.

ASN Processing – Bar Code Label Configuration Requirements

➤ Associate a Pallet Record to the GM part number

1

Click on add pallet. You will be transferred to the edit pallet screen.

The screenshot shows a web interface with a table of containers. The 'add pallet' button is highlighted in blue. A blue arrow points from the 'add pallet' button to the 'edit pallet info' screen below.

3

Select the pallet type from the drop down list. Enter the containers per pallet.

The screenshot shows the 'pallet information' section of the 'edit pallet' screen. The 'pallet type' dropdown menu is set to 'PALLETKGM' and the 'containers per pallet' text input field contains the number '1'.

2

Enter PLT90 as the pallet type and PALLETKG or a number of your choice. Enter the pallet weight and enter KG as the pallet weight UOM. Click the SAVE button. You will be transferred back to the Edit Buyer Article screen.

The screenshot shows the 'edit pallet info' screen. The 'general information' section includes fields for 'pallet type' (set to 'PLT90'), 'pallet number' (empty), 'pallet description' (empty), 'pallet weight' (set to '5'), 'pallet weight uom' (set to 'KG'), 'pallet width' (set to '0.000'), 'pallet height' (set to '0.000'), 'pallet length' (set to '0.000'), and 'pallet size uom' (empty). At the bottom, there is a 'save' button and a 'changes' button.

4

Click on the SAVE button at the bottom of the Edit Buyer Article screen. After clicking on the SAVE button you will be transferred back to the ASN input form.

The screenshot shows the bottom of the 'edit pallet info' screen, focusing on the 'save' button and the 'changes' button.

ASN Processing – Bar Code Label Configuration Requirements

➤ Select Bar Code Label

1 Click on single cont label template drop down list.

2 Click on the SAVE button at the bottom of the Edit Buyer Article screen. After clicking on the SAVE button you will be transferred back to the ASN input form.

default information:	
part bar code:	<input type="text"/>
single cont label template:	GM1724 <input type="button" value="v"/>
model year:	2008
engineer revision:	<input type="text"/>
line feed reserve:	<input type="text"/>

save changes

Note: Multiple GM container bar code label types are supported within Supplier Connection.

- GM North America 1724-A and GM 1724- B. The template name is GM1724.
- GM Europe 1724 GTL (large) label. The template name is GMEGTLSTD.
- GM Europe 1724 KLT (small) label. The template name is GMEGTLKLT.

A bar code template is automatically assigned to the part number when the part number is loaded into the Buyer Part Master Reference File. The template name is listed in the **single cont label template** field, default information section of the edit buyer article UI screen. The application automatically assigns the GM1724 to each part number loaded. If parts are being shipping to a non-GM North American plant you will need to select the correct GM Europe template from the drop down list for each part number.

Selecting a bar code label needs to be completed before the ASN is created.

ASN Processing – Bar Code Label Configuration Requirements

1

Enter the ship from address for all shipping locations.

➤ Enter Ship From Address Information

enter the following information:

company name:	GM Global Test Supplier	
location edi code:		
reference #:	<input type="text" value="ENTER 9 DIGIT DUNS"/>	
timezone:	(GMT) Greenwich Mean Time	
location name*:	<input type="text" value="COMPANY NAME"/>	
location name 2:	<input type="text"/>	
street address 1:	<input type="text" value="ADDRESS 1"/>	
street address 2:	<input type="text" value="ADDRESS 2"/>	
street address 3:	<input type="text"/>	
city, state and zip:	<input type="text" value="CITY"/>	<input type="text" value="STATE"/>
country:	<input type="text" value="2 DIGIT COUNTRY CODE"/>	
location phone:	<input type="text"/>	
location fax:	<input type="text"/>	
location e-mail:	<input type="text"/>	
contact name:	<input type="text" value="CONTACT NAME"/>	
contact phone number:	<input type="text" value="CONTACT PHONE"/>	
contact fax number:	<input type="text"/>	
contact email:	<input type="text" value="E-MAIL ADDRESS"/>	
Logo Name:	<input type="text"/>	

109%

FROM:
QUASAR INDUSTRIES INC
ADDRESS 1
ADDRESS 2
ROCHESTER HILLS MI US
JSMITH@QUASAR.COM
ASSEMBLED/MADE IN US

QUANTITY

2

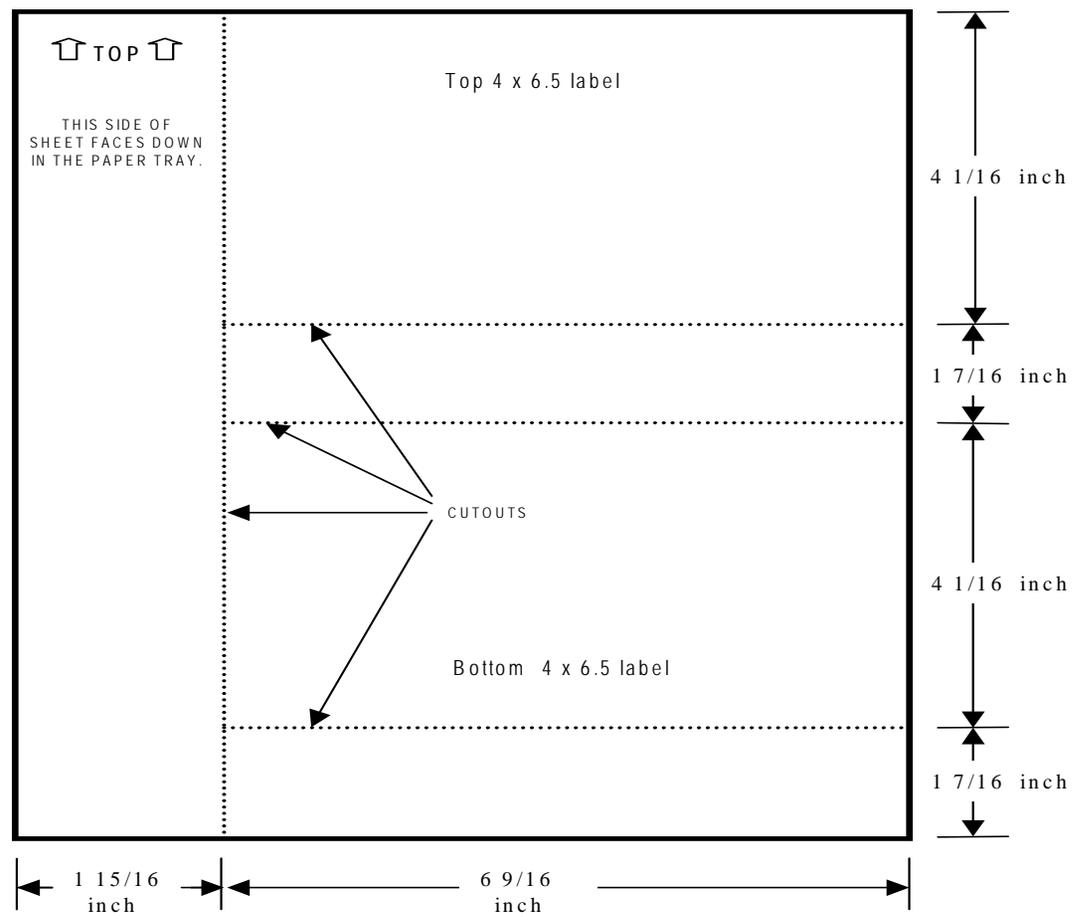
Click on the SAVE button at the bottom of the edit location screen. After clicking on the SAVE button you will be transferred back location screen.

save

ASN Processing – Bar Code Label Configuration Requirements

➤ Label Specifications

- The label should be designed for use with a laser printer.



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