SAP EXTENDED WAREHOUSE MANAGEMENT (EWM)

SAUDI ELECTRICITY COMPANY

ASN- Advance Shipment Notice

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1. Introduction

As part of the Extended Warehouse Management Implementation, we are in the process of implementation of ASN (Advanced shipping notifications) for effective mechanism in warehouse operations

Advanced shipping notifications (ASNs) are key documents in collaboration between suppliers and customers. ASN is to inform the customer on the delivery, which products and quantities are in transit and the expected time of the delivery

E- portal will be used by the vendors to provide the information for creation of Advance shipping Notification (ASN). PO will be reflected in the system and then vendor will upload details in portal. The goods will be delivered based on purchase order delivery date from the vendor end.

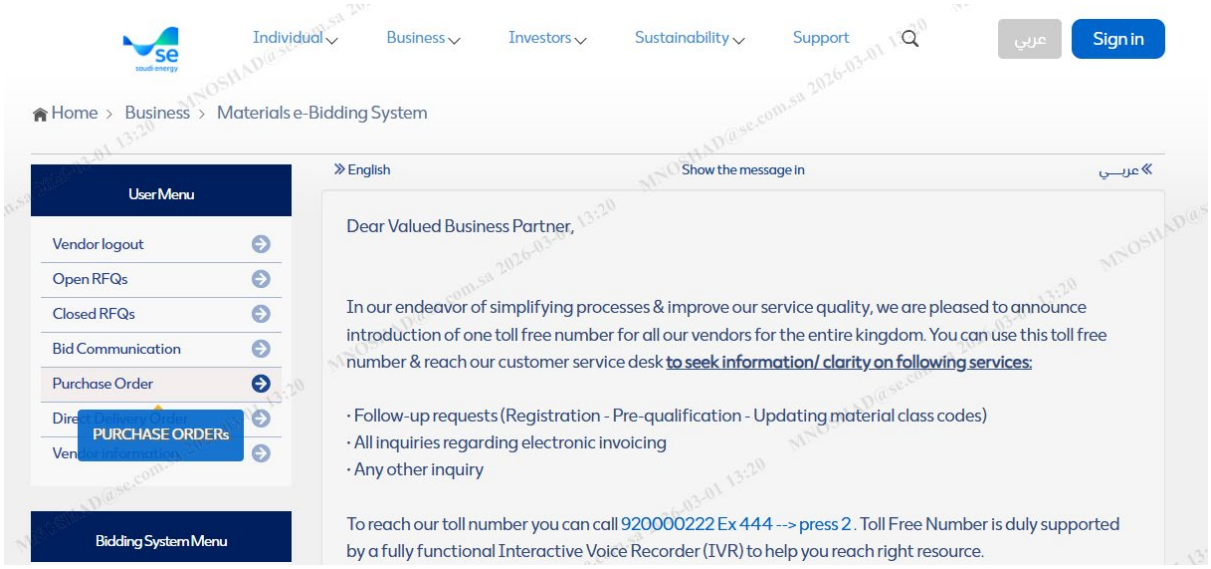
1.1 About this document

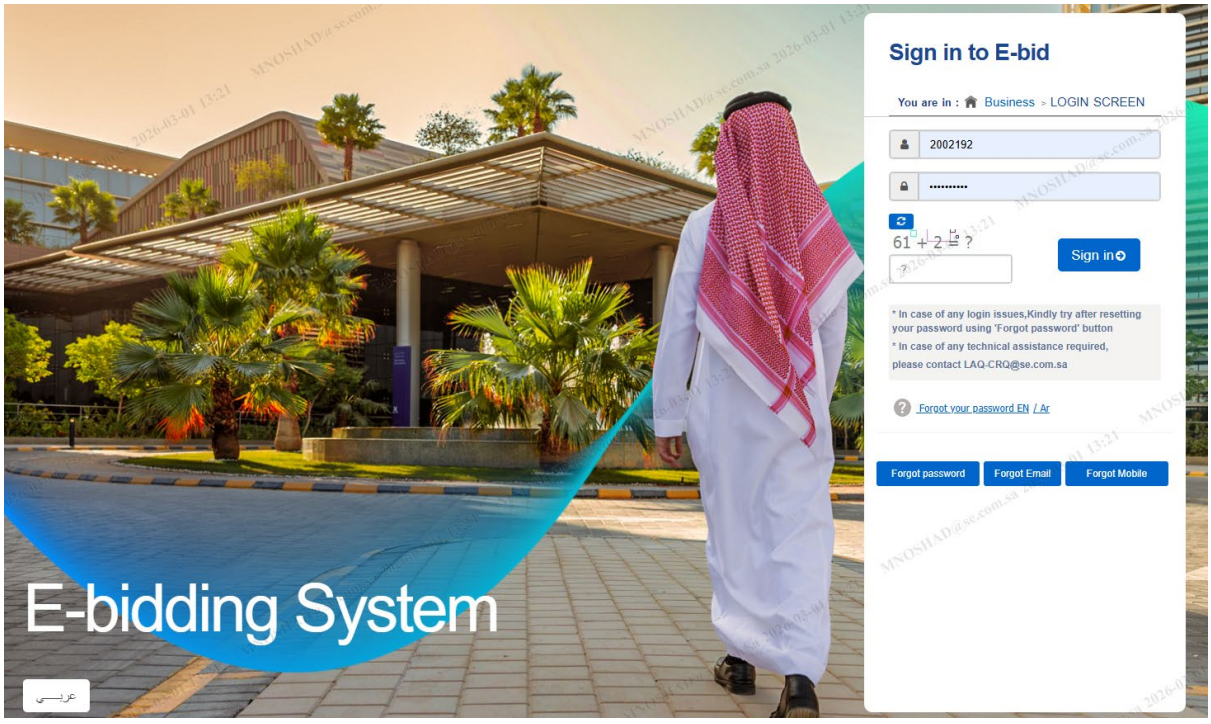
This document specifies the different process/steps to be used for creating the ASN in the ebidding portal

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2. Getting started

Step1 : Log on to E-Biding portal and provide your vendor code and password and click on **Purchase order** as marked below :

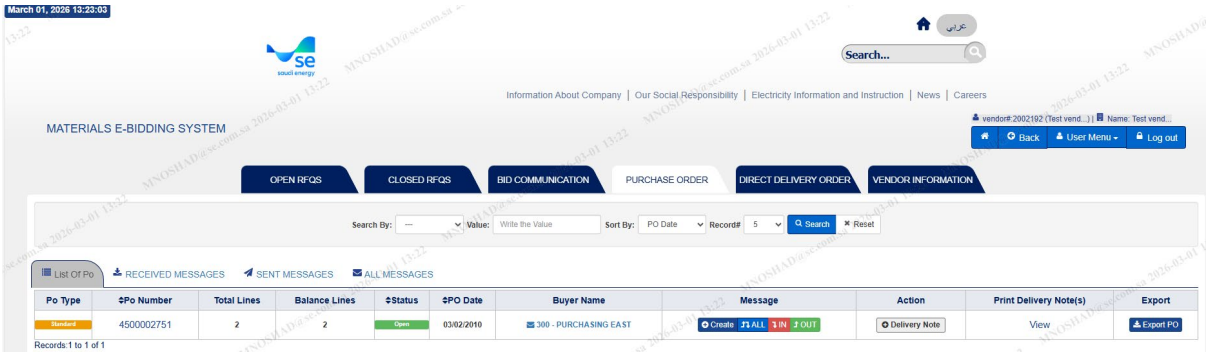




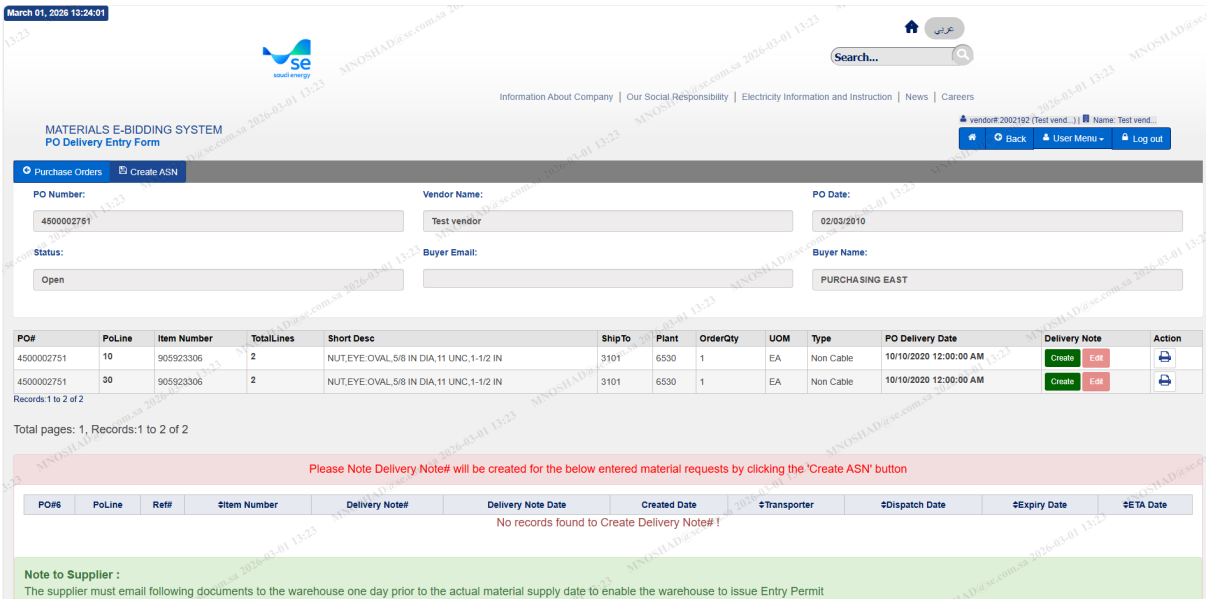
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2.1 Normal Purchase Order Process

Step 1: Once you Logged on E bidding system with your user id, you will be getting all the list of Purchase orders which need be delivered.

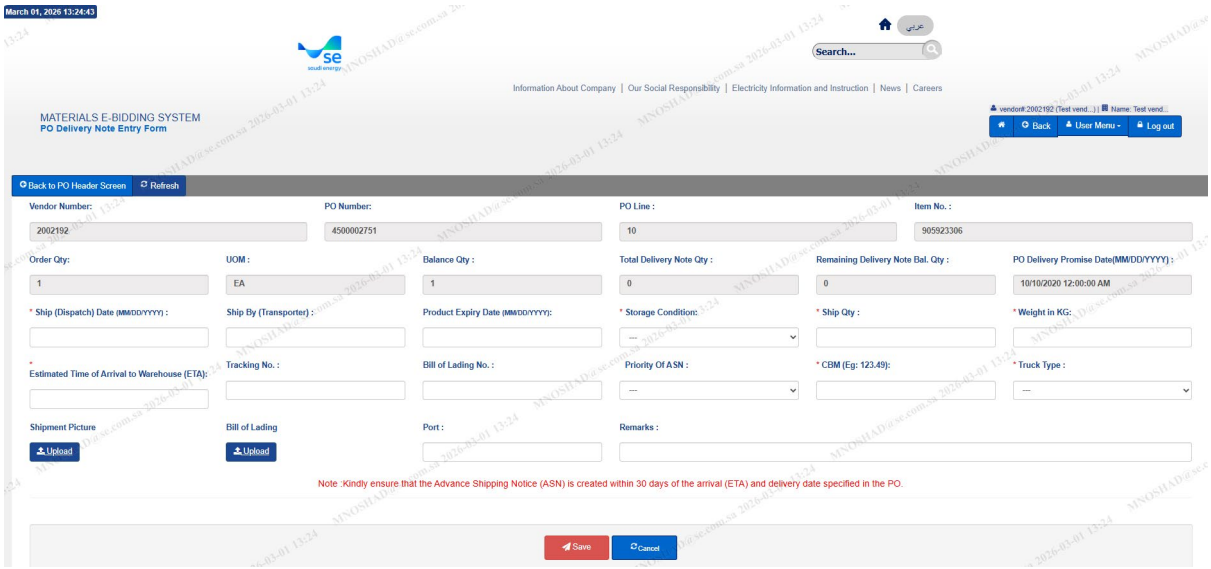


Step 2: When you click on DELIVERY NOTE button you can view the below screen

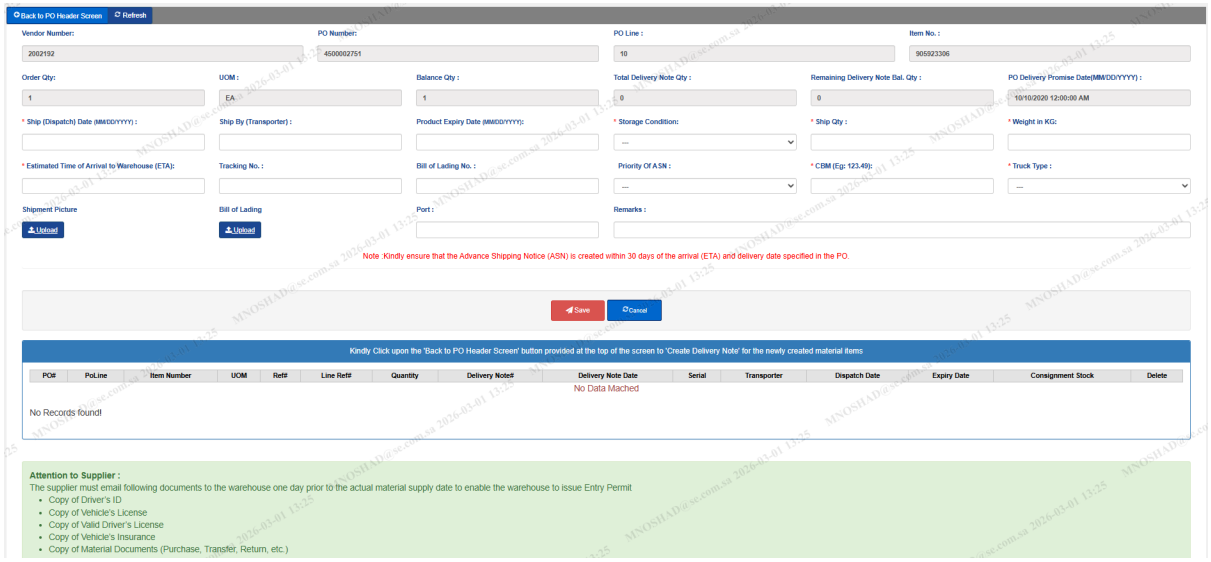


Step 3: For updating delivery, details pls click on Create button, as highlighted above. Vendor will be getting the below page to update the details of delivery.

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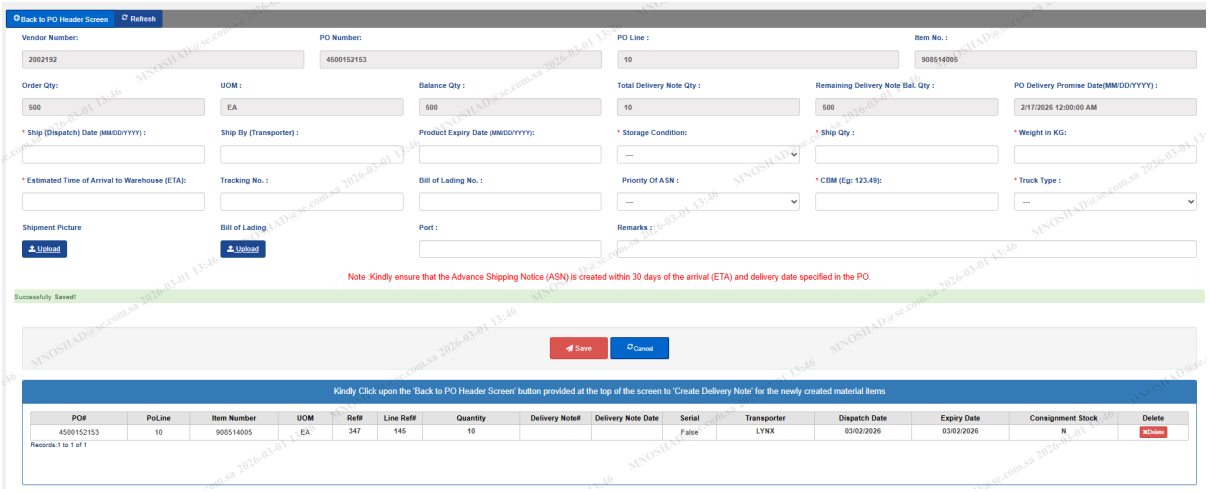


Step 4: Once the data entered in delivery schedule pls choose save button to update the details for normal purchase order.



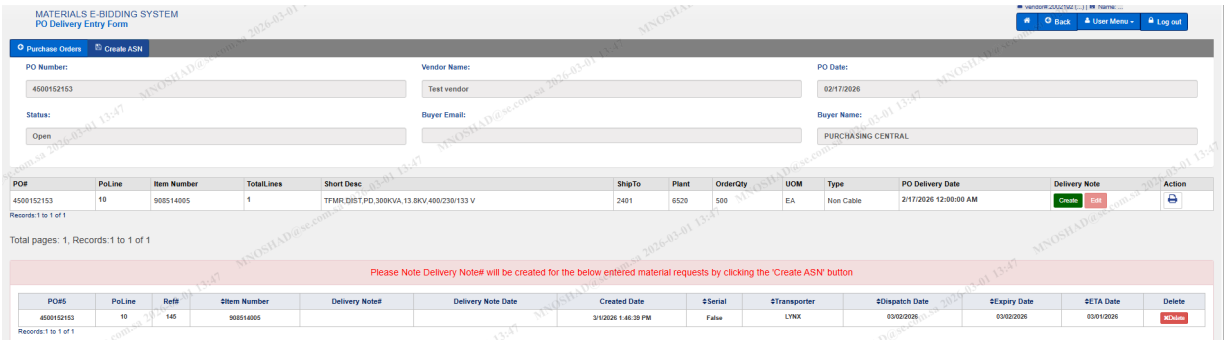
Once saved the relevant data will be populated as below, for any changes pls use delete button from the data grid as shown below.

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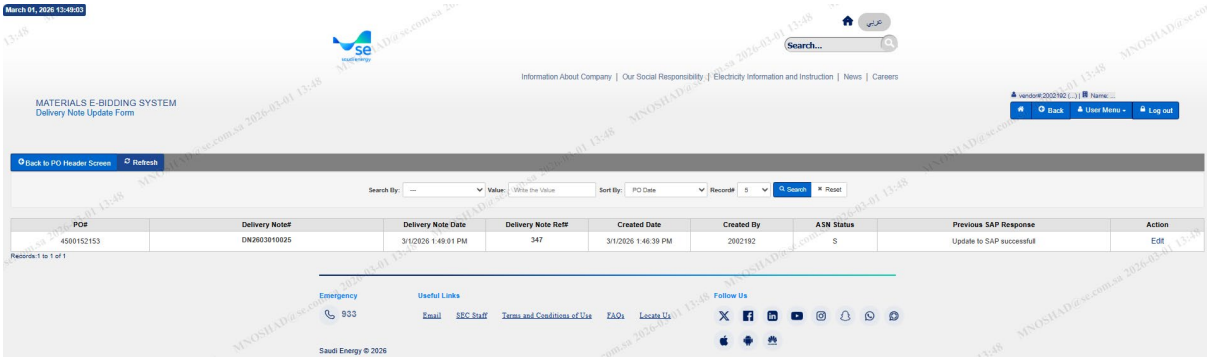


Once vendor completed the entries pls go back to Header screen by clicking on "BACK to PO header screen" to create ASN

To create ASN, User should click on the below highlighted button as "CREATE ASN"



Once ASN is created, you can view in the below screen along with system date and time,



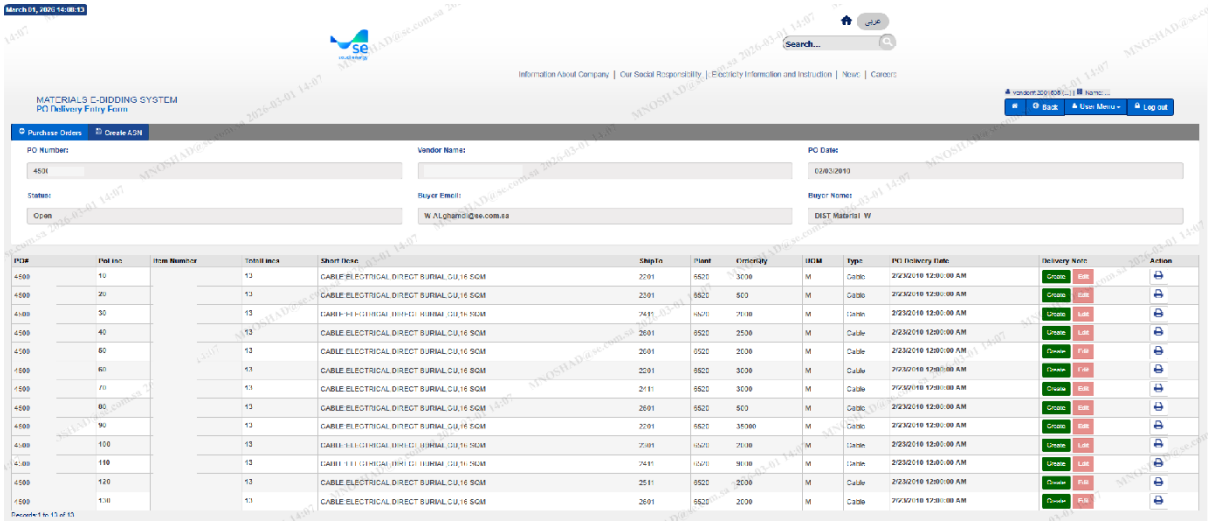
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2.2 Cable Material in Purchase Order :

Step 1: You will be getting all the list of Purchase orders, which need will be delivered.

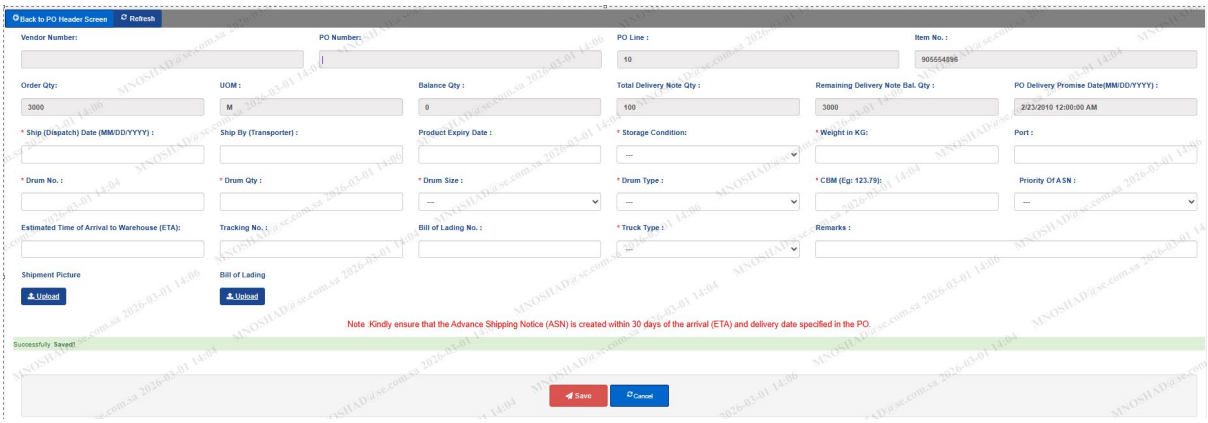


Step 2: When you click on DELIVERY NOTE button you can view the below screen

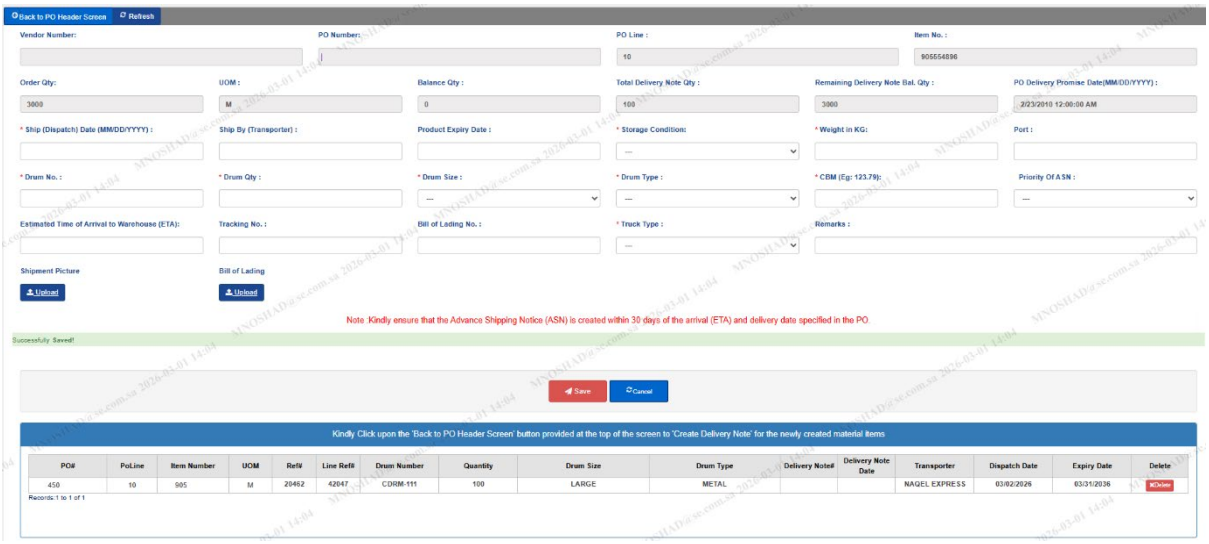


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Step 3: For updating delivery, details pls click on Create button as highlighted above. Vendor will be getting the below page to update the details of delivery along with drum details as shown below.

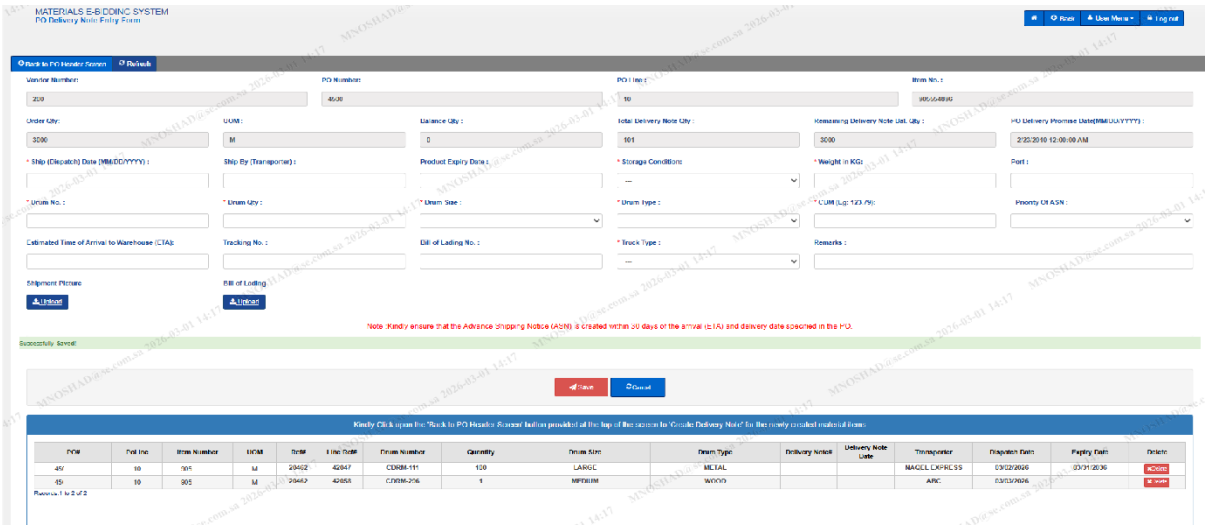


Step 4: Once the data entered in delivery schedule pls choose save button to update the details for normal purchase order.

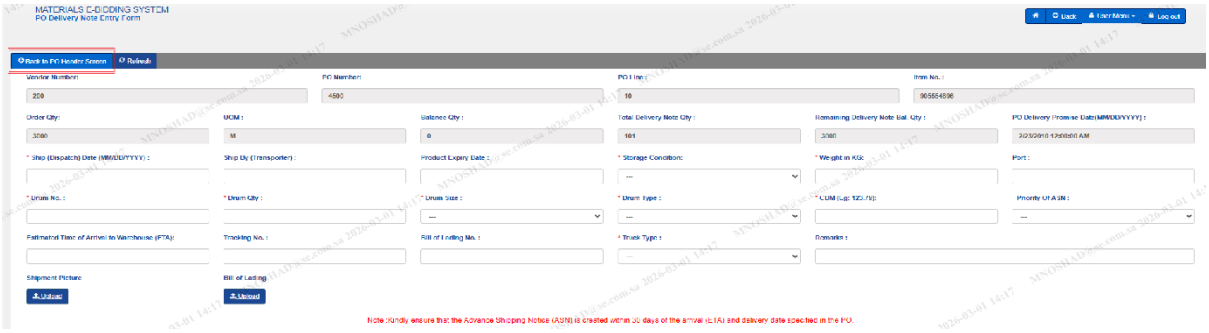


A. Once save you will get the details as below, For adding multiple drums pls provide the same data with drum details
B. Once saved the relevant data will be populated as below, for any changes pls use delete button from the data grid as shown below.

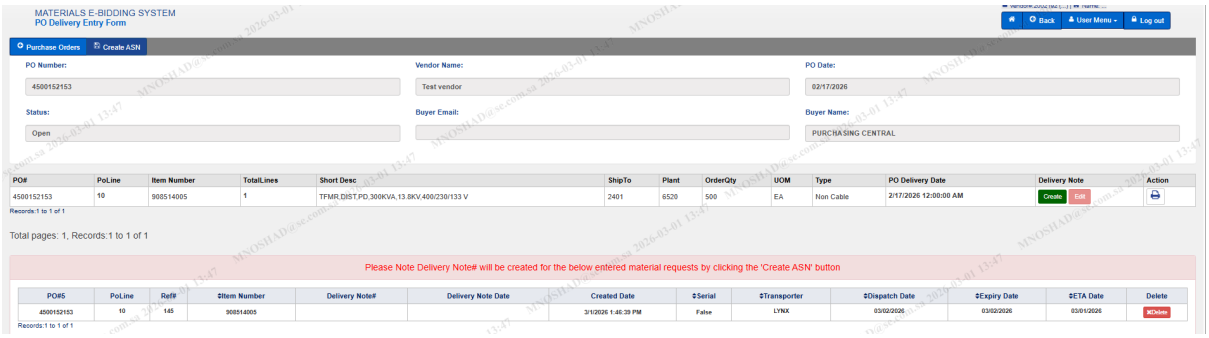
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C. Once vendor completed the entries pls go back to Header screen by clicking on "BACK to PO header screen" to create ASN

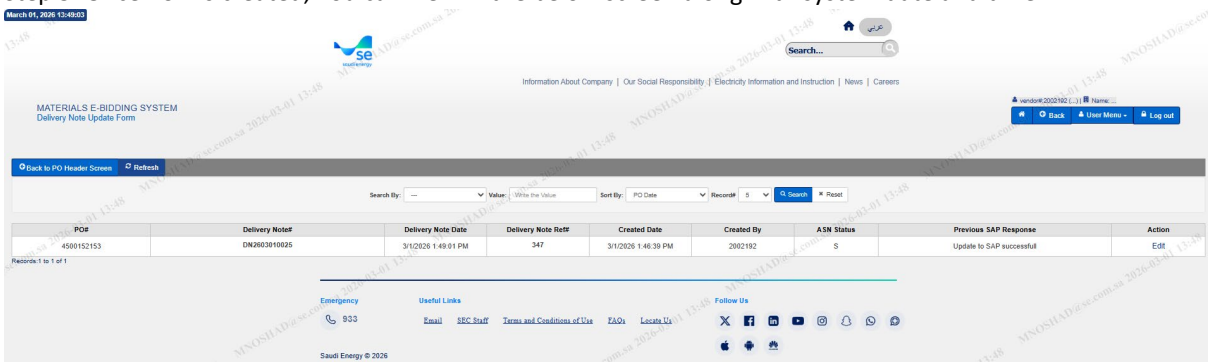


Step 4. To create ASN, User should click on the below highlighted button as "CREATE ASN"



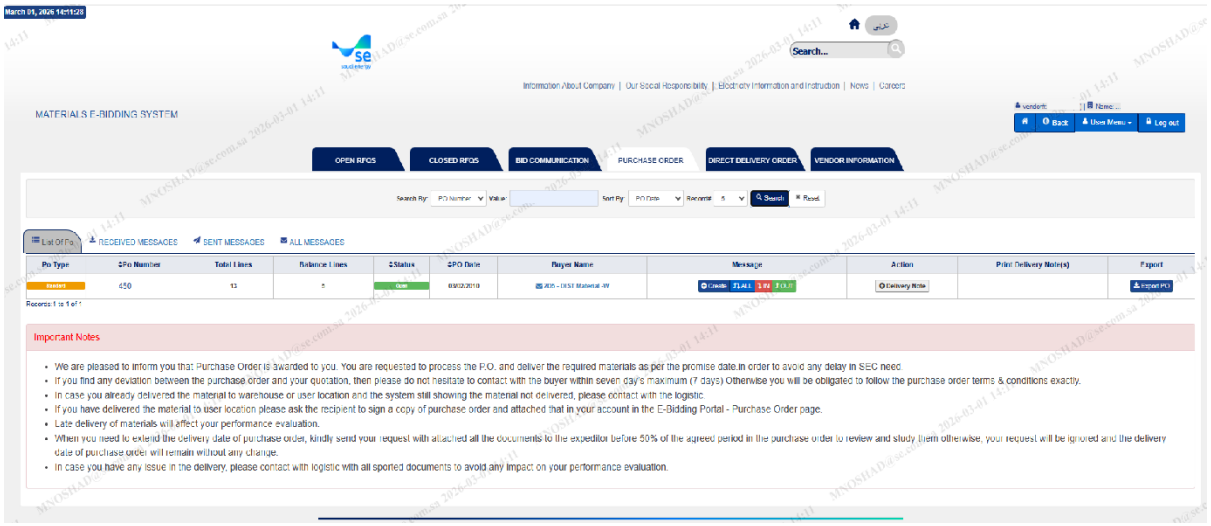
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Step 5: Once ASN is created, You can view in the below screen along with system date and time.



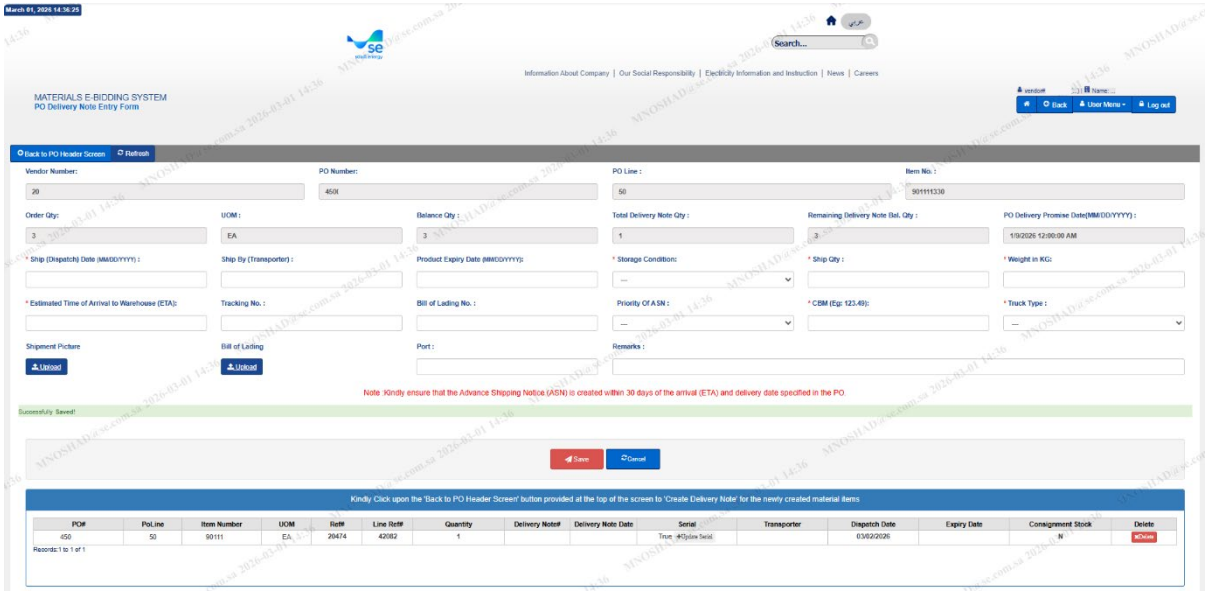
2.3 Serial Number Material in Purchase Order :

Step 1: You will be getting all the list of Purchase orders, which need will be delivered.

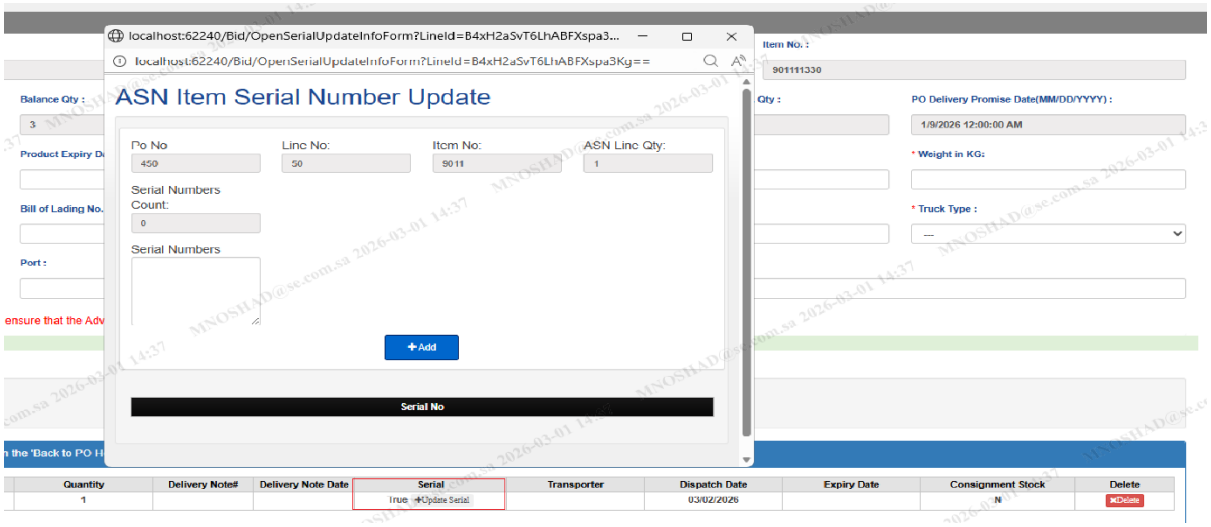


Step 2: When you click on DELIVERY NOTE button you can view the below screen YOU CAN VIEW serial number button

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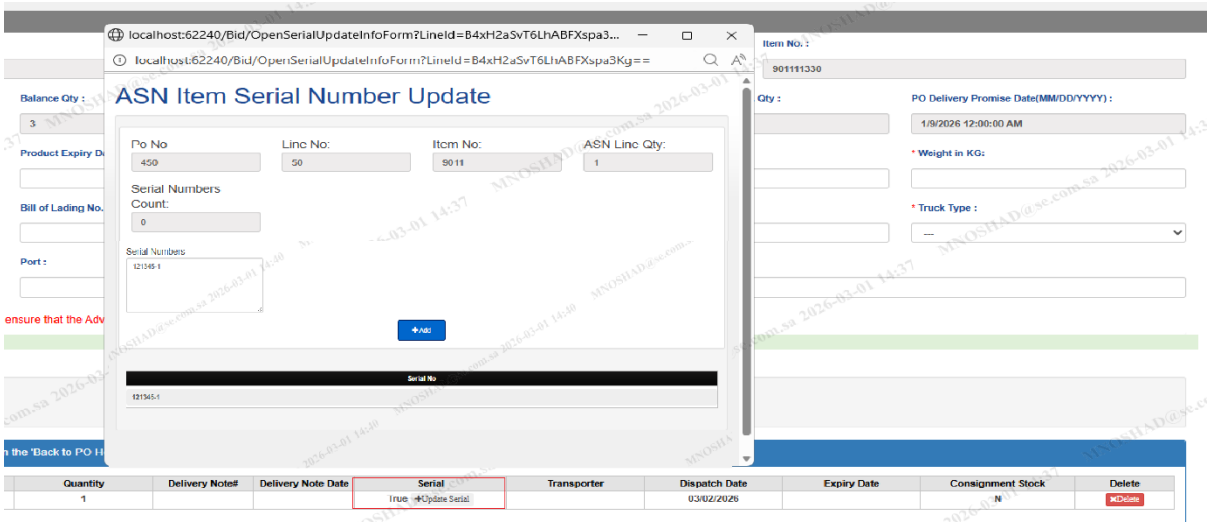


By click on update serial button ,A new pop up will come as shown below to capture serial numbers ,this will work manually as well as copy paste form excel sheet.



Step 3 : Click on ADD button to insert the serial number

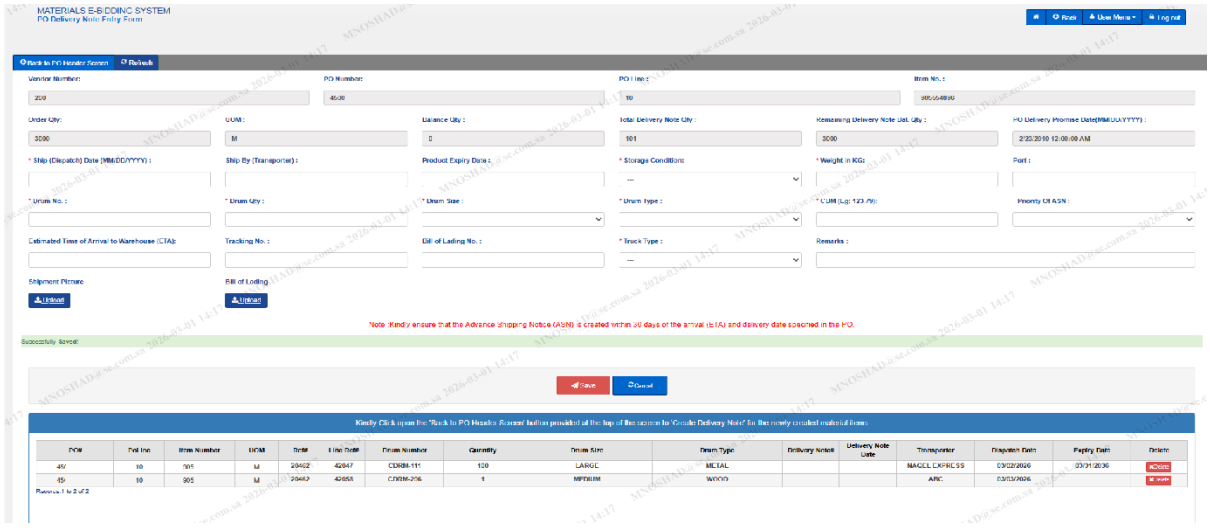
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Step 4: Once the data entered in delivery schedule pls choose save button to update the details for normal purchase order

For adding multiple drums pls provide the same data with drum details

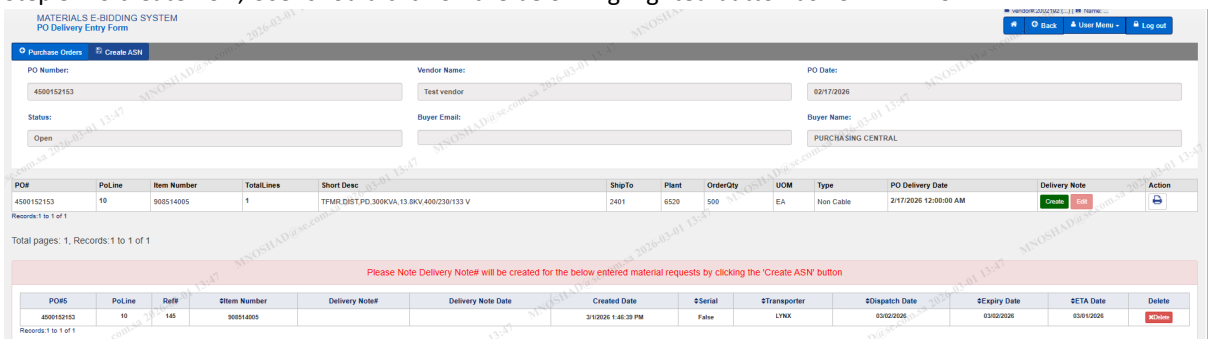
Once save the relevant data will be populated as below, for any changes pls use delete button from the data grid as shown below.



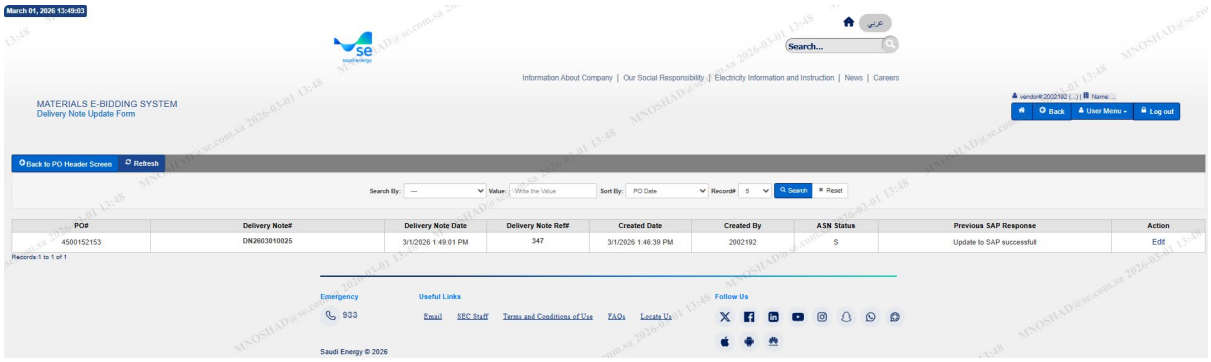
Once vendor completed the entries pls go back to Header screen by clicking on "BACK to PO header screen" to create ASN

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Step 5 :To create ASN, User should click on the below highlighted button as "CREATE ASN"



Once ASN is created, you can view in the below screen along with system date and time,



Once the ASN is accepted by warehouse team or ASN need rescheduling, vendor will receive an email message as follows,

If it rescheduled, then vendor need to create new ASN (Step-1)

Issues: If you get any error pls do re login

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