



GREENFIELD

Export ASN PO Details

08-November-2017

Export ASN PO Details



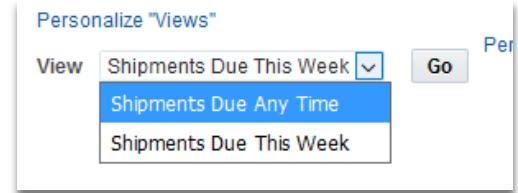
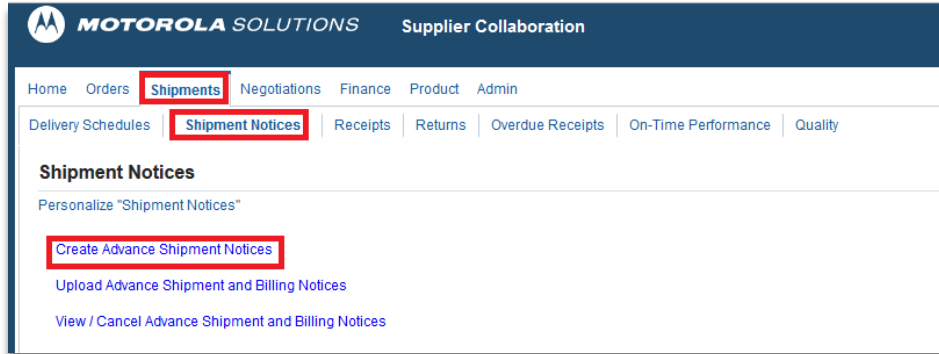
- To simplify the ASN template creation - > there is now the ability to export out the Purchase Order (PO) Details
- This prevents the need to manually fill in the PO details onto the ASN upload template.
- Once ASN PO detail is exported, simply copy and paste the details onto the ASN Upload template.

Export ASN PO Details



Navigations

- ❖ ISupplier - > Shipments - > Shipment Notices
 - > Create Advance Shipment Notices
 - > Select Shipments Due Any Time / Due This Week
 - > Go





Export ASN PO Details

- Select the PO(s) that will need ASN creation
- Select button - > Export ASN PO details

Home Orders **Shipments** Negotiations Finance Product Admin

Delivery Schedules **Shipment Notices** Receipts Returns Overdue Receipts On-Time Performance Quality

Shipments: Shipment Notices >

Create Advance Shipment Notice Export **Export ASN PO details**

Views

Personalize "Views"
View Shipments Due This Week Go Personalize Table Layout: (Add/Search/Btn/RN) Advanced Search

Personalize "ASN Shipment Results"

Select PO Shipments: Add to Shipment Notice Refresh Filter Settings Print

Select All | Select None

Select	PO Number	Line	Shipment	Item Number	Supplier Item	Item Description	Due Date	Quantity Ordered	Quantity Shipped	Quantity Received	UOM	Ship-To Location	Organization Name	Ship-To Organization	Currency	Supplier Site
☐	CQ95051086	1	4	8505241U06		ANT WHIP 700/800/900 STUBBY	07-Nov-2017 00:00:00	200	200	0	EACH	US2 - Elgin DC	US_100000	US2 - Elgin DC	USD	001
☐	CQ95056906	1	2	8505241U11		ANTENNA	07-Nov-2017 00:00:00	78	0	0	EACH	US2 - Elgin DC	US_100000	US2 - Elgin DC	USD	001
☐	CQ95058571	1	1	NAF5080A		ANTENNA WHIP 700/800 MHZ	07-Nov-2017 13:29:16	100	0	0	EACH	US2 - Elgin DC	US_100000	US2 - Elgin DC	USD	001
☒	AF95058580	1	1	8505241U11		ANTENNA	09-Nov-2017 10:00:00	40	0	0	EACH	US1 - Elgin Mfg	US_100000	US1 - Elgin Mfg	USD	001
☒	AF95058581	1	1	8505241U11		ANTENNA	09-Nov-2017 10:00:00	40	0	0	EACH	US1 - Elgin Mfg	US_100000	US1 - Elgin Mfg	USD	001
☒	AF95058582	1	1	8505241U11		ANTENNA	09-Nov-2017 10:00:00	22	0	0	EACH	US1 - Elgin Mfg	US_100000	US1 - Elgin Mfg	USD	001
☐	AF95058372	1	1	8505241U11		ANTENNA	12-Nov-2017 10:00:00	50	0	0	EACH	US1 - Elgin Mfg	US_100000	US1 - Elgin Mfg	USD	001



- Excel with details will open up

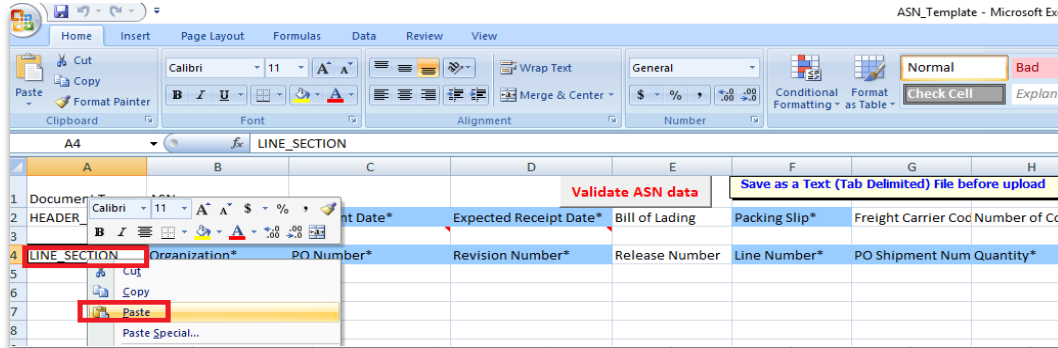
- Copy the lines and paste into ASN Upload Template

[illegible]

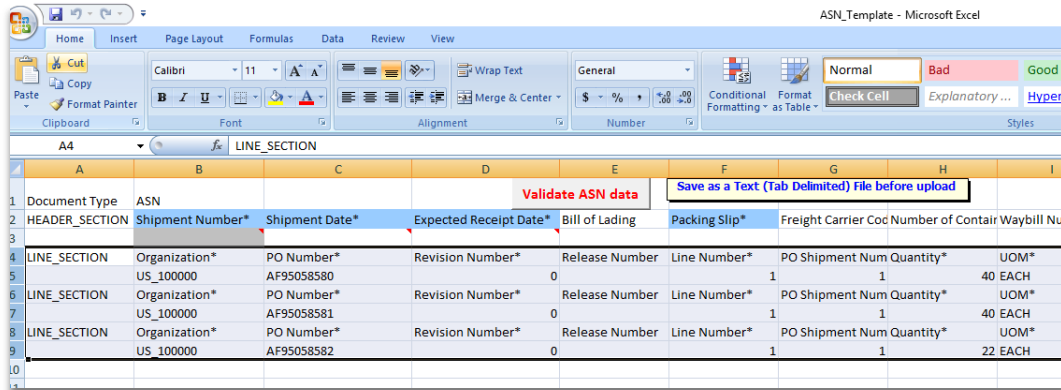


Export ASN PO Details

- Paste details onto ASN upload Template , paste at the Line Level



- The PO details will align accordingly to the ASN upload template





Export ASN PO Details

- Fill up the mandatory details (indicated with a *)
- Use button “Validate ASN data” to check for missing details
- When file is ready – remember to save as Text (Tab Delimited) for upload
- To upload - > Shipments - > Shipment Notices
 - > Upload Advance Shipment and Billing Notices
 - > Browse File - > Start Load Now