

iSupplier Portal (iSP)

BIOPROD / LS



iSP New User Training

Imagination at work.

GE Internal

Agenda

- What is iSupplier Portal (iSP) & Benefits
- How do I obtain access to iSP?
- Supplier Connect Overview
- iSP Home Page
- View New & Change Orders
- PO Print
- Enter Promise Dates
- View PO History
- Support
- Questions



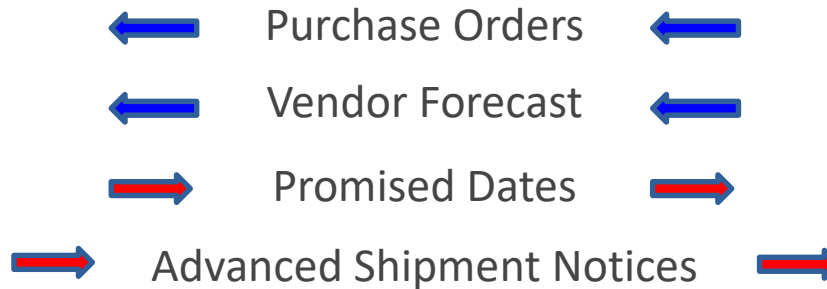
iSupplier Portal (iSP)

Life Science/BIOPROD

Supplier



Communication



GEHC



Purchase Order information, Receipt Information, Advanced Shipment Notice (ASN) & Invoice & Payment Information

iSP is your window into GE to view Purchase Order & Payment information



iSupplier Portal benefits

- Standardize communication
- Real time communication
- Available 24 hrs./day, 7 days/week
- No cost to our suppliers: internet access and user account
- Payment information
- Forecast (UMEA)

Improve collaboration between GE & Suppliers



ISP BIOPROD (Cytiva) - Supplier SSO User Registration

1. Connect to Supplier Transition Portal : www.cytiva.com/suppliers

Contacts

iSupplier Portal Help Desk Support Lines

(Use option1 for iSupplier Portal)

Toll free U.S.	800-717-7892
Toll free Mexico	866-301-4661
Dial comm internal	8*320-7500
Direct dial globally	01 262-312-7500
Toll free China	10-800-120-0928
Toll free France	0800-904992
Toll free Italy	800-784468
Toll free UK	08-082346100
Toll free Finland	0-800-1-13057
Toll free India	1800-345-6716

SupplierConnectL1Support@ge.com

iSupplier portal - Purchase Orders & Forecast information link (Requires registration) [Enter Here](#)

If you have been requested by the business to register for a GE SSO in order to utilize our portals please [click here](#) to begin the process

2. Click Here to be redirected to the registration page



ISP BIOPROD (Cytiva) - Supplier User Registration

Home Support Password Management

Home > SSO Registration



SSO Registration

Please enter your GE SSO ID below to begin registration.

SSO ID



3. Enter your user name you will use to connect to GEHC network



Type the text you see above:

4. Type the verification code proposed

5. Click Next

Next



ISP BIOPROD (Cytiva) - Supplier User Registration



Registering for GE SSO

[Sign Up Now!](#) [Modify Your Account](#) [Forgot Your User ID](#) [Forgot Your Password](#) [FAQ](#)

6. Select Suppliers Vendors/Customers (...) and "Click Here" to continue your registration

GE Employees, Contractors/Consultants requiring access to most GE Intranet/Internet applications such as benefits, travel, or myGE. [Click Here](#)

Suppliers/Vendors/Customers without a GE email address and with restricted access to most GE Internet/Intranet applications. [Click Here](#)

GE Supervisors looking to register their employees or contingent workers that do not have email account or access to email. [Click Here](#)

Please Enter The Following

First Name:

Middle Initial:

Last Name:

Email Address:

Confirm Email:

User ID:

Your password is case sensitive, must be at least 8 characters long, must start and end with a letter, and must contain at least two number. No special characters except for '-', '+', '@', '.'

Password:

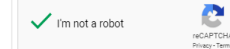
Confirm Password:

Challenge Question:

Challenge Response:

7. Complete the form with the requested information

8. Click Submit to finalize your account registration



< Cancel

Submit >



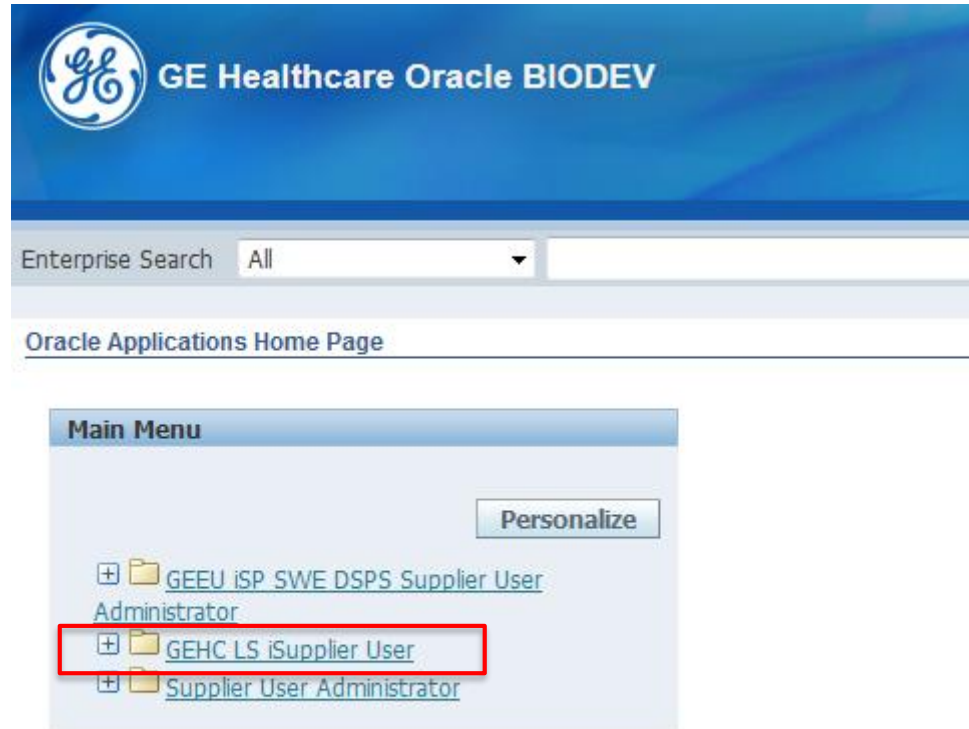
9. Contact ISP Helpdesk to request account creation in ISP.
E-mail : GEHealthcareSupplierConnect@ge.com



iSupplier Portal (iSP)



Main Menu: GEHC LS iSupplier User



GE Healthcare Oracle BIODEV

Enterprise Search All

Oracle Applications Home Page

Main Menu

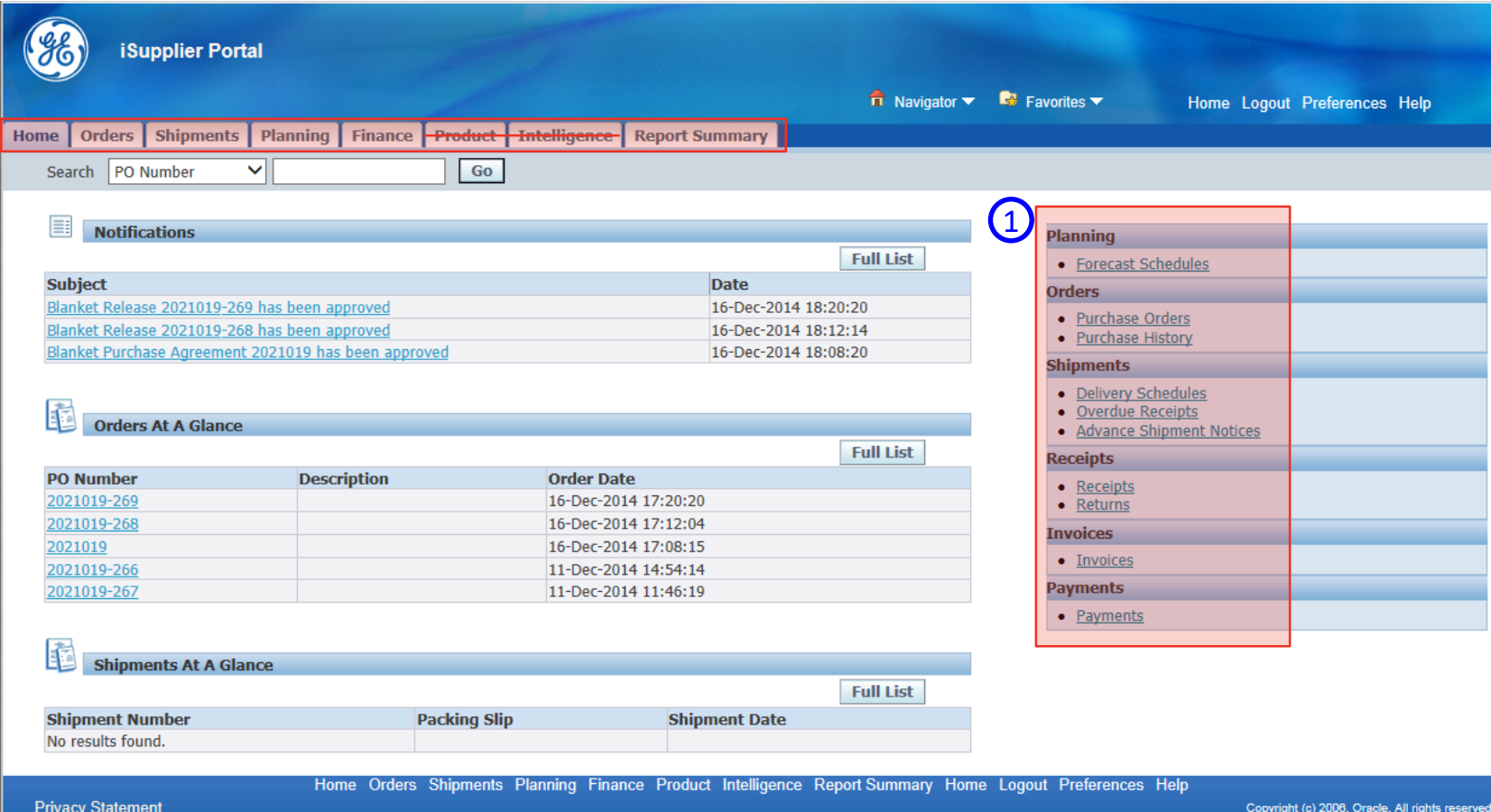
Personalize

- + GEEU iSP SWE DSPS Supplier User Administrator
- + **GEHC LS iSupplier User**
- + Supplier User Administrator



Home Page

- 1) The home page has multiple tabs and shortcuts to popular screens are available at the right
Product and Intelligence tabs not recommended for use
- 2) Orders At A Glance: five most recent new or change orders you have received
- 3) Shipments At A Glance: five most recent Advanced Shipment Notice's (ASN) you've created



1 Home Orders Shipments Planning Finance **Product Intelligence** Report Summary

Search PO Number Go

2 Notifications [Full List](#)

Subject	Date
Blanket Release 2021019-269 has been approved	16-Dec-2014 18:20:20
Blanket Release 2021019-268 has been approved	16-Dec-2014 18:12:14
Blanket Purchase Agreement 2021019 has been approved	16-Dec-2014 18:08:20

2 Orders At A Glance [Full List](#)

PO Number	Description	Order Date
2021019-269		16-Dec-2014 17:20:20
2021019-268		16-Dec-2014 17:12:04
2021019		16-Dec-2014 17:08:15
2021019-266		11-Dec-2014 14:54:14
2021019-267		11-Dec-2014 11:46:19

3 Shipments At A Glance [Full List](#)

Shipment Number	Packing Slip	Shipment Date
No results found.		

1 Planning
 • [Forecast Schedules](#)
 Orders
 • [Purchase Orders](#)
 • [Purchase History](#)
 Shipments
 • [Delivery Schedules](#)
 • [Overdue Receipts](#)
 • [Advance Shipment Notices](#)
 Receipts
 • [Receipts](#)
 • [Returns](#)
 Invoices
 • [Invoices](#)
 Payments
 • [Payments](#)

Home Orders Shipments Planning Finance Product Intelligence Report Summary Home Logout Preferences Help

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iSP BIOPROD Tutorial

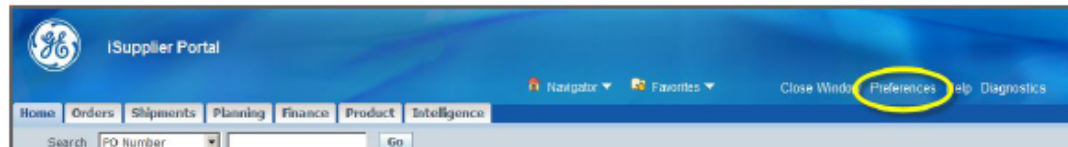
STOP! Set your preferences first! See the appendix of the tutorial and take actions as per the iSP preferences and Preferred Adobe Acrobat Settings.

iSP Preferences

Using Preferences you can set attributes to personalize iSP.

Navigation: Home>Preferences

Click the **Preferences** link in the upper right part of the screen



Under General > Display Preferences

Set Regional settings, and Notifications preferences. Other items may be visible; however, they should not be updated.

Click **Apply**.



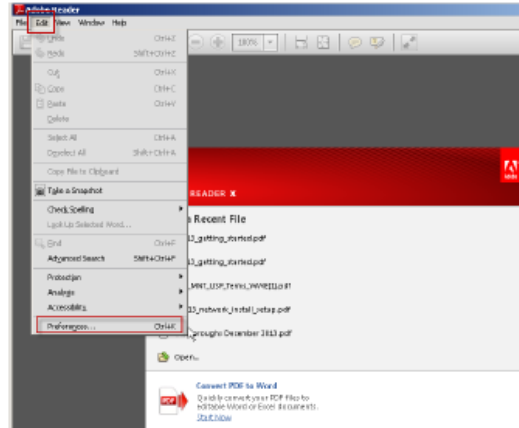
iSP BIOPROD Tutorial

Preferred Adobe Acrobat Setting

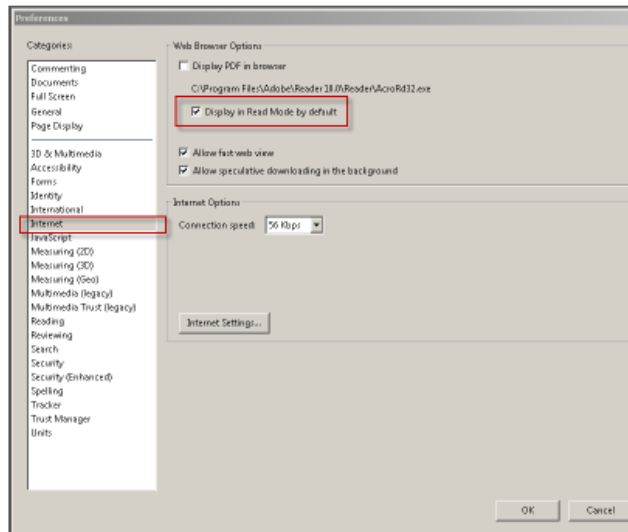
To assure that the PO pdf files open as independent documents, as opposed to opening within the internet browser, check that this Adobe Acrobat preference is set:

Open Adobe Reader

Go to **Edit > Preferences**



Scroll to **Internet** and assure that "Display in Read Mode by default" is checked.



View Orders



How to View Orders (New & Change): Option 1

Navigation: Orders>Purchase Orders>Global Promise>BIO Export>Export to Excel

The screenshot shows the iSupplier Portal interface. The top navigation bar includes 'Home', 'Orders', 'Shipments', 'Planning', 'Finance', 'Product', 'Intelligence', and 'Report Summary'. The 'Orders' menu is expanded to show 'Purchase Orders' and 'Purchase History'. A 'Global Promise/Re-Promise' button is visible. Below, the 'Purchase Orders' section has a 'Change Multiple Purchase Orders' link. A 'Views' section contains a 'View' dropdown menu set to 'All Shipments' and a 'Go' button. An 'Advanced Search' button is also present. A 'BIO EXPORT' button is highlighted in the bottom right of this section.

BIO Export: is a static screen with PO shipment details. Orders are sorted by Approved Date (most recent new and change orders at the top).

Export and review off line.

The screenshot shows the BIO Export screen with a table of PO shipment details. The table has columns for PO Number, Rel# Line#, Shipments, PO Revision#, Item, Supplier Item, Drawing #, Description, UOM, Qty Ordered, Qty Received, Qty Due, Price Amount, CUR, Date, Creation Date, Approved Date, Need By Date, Promised Date, Status, Ship to Location, Location, Buyer, and Type. The 'Approved Date' column is highlighted. An 'Export' button is visible in the top right corner.

PO Number	Rel#	Line#	Shipments	PO Revision#	Item	Supplier Item	Drawing #	Description	UOM	Qty Ordered	Qty Received	Qty Due	Price Amount	CUR	Date	Creation Date	Approved Date	Need By Date	Promised Date	Status	Ship to Location	Location	Buyer	Type
2021019	269	22	1	0	123	EBL AC	123	Kabel 124 Kpl	Each	100	0	100	0.1	10	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014		OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO Ruita, Tania		Goods
2021019	269	24	2	0	123	EBL AD	123	Cable 400 cpl	Each	120	0	120	0.1	12	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014		OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO Ruita, Tania		Goods
2021019	269	26	3	0	123	EBL AE	123	Kabel 402 Kpl	Each	200	0	200	0.1	20	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014		OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO Ruita, Tania		Goods
2021019	269	28	4	0	123	EBL AD	123	Cable 404 cpl	Each	250	0	250	0.1	25	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014		OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO Ruita, Tania		Goods
2021019	268	5	1	0	123	EBL AD	123	Kabel 109 Kpl	Each	10	0	10	0.1	1	SEK	16-Dec-2014	16-Dec-2014	08-Jan-2014		OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO Ruita, Tania		Goods



BIO Export example

The screenshot shows an Excel spreadsheet with the following data:

	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V
	Drawing #	Description	UOM	Qty Order	Qty Recd	Qty Due	Price	Amount	CUR	Creation Date	Approved Date	Need By Date	Promised Date	Status	Ship to
1	EBL	er mesh	Each	3	0	3	2690	8070	SEK	29-Jan-14	31-Jan-14	6-Mar-14	7-Mar-14	OPEN	GE SE I
2	EBL	HALLAR	Each	8	0	8	564	4512	SEK	29-Jan-14	31-Jan-14	24-Feb-14	24-Feb-14	OPEN	GE SE I
3		and pres	Each	2	0	2	10320	20640	SEK	29-Jan-14	31-Jan-14	26-Feb-14	26-Feb-14	OPEN	GE SE I
4	EBL	support	Each	2	0	2	9975	19950	SEK	29-Jan-14	31-Jan-14	25-Feb-14	25-Feb-14	OPEN	GE SE I
5	EBL	e suppoi	Each	6	0	6	109	654	SEK	29-Jan-14	31-Jan-14	27-Feb-14	27-Feb-14	OPEN	GE SE I
6	EBL	er mesh	Each	2	0	2	2970	5940	SEK	29-Jan-14	31-Jan-14	27-Feb-14	27-Feb-14	OPEN	GE SE I
7	EBL	g Side W	Each	4	0	4	163	652	SEK	27-Jan-14	30-Jan-14	5-Feb-14	5-Feb-14	OPEN	GE SE I
8	EBL	rap 6mm	Each	3	0	3	12100	36300	SEK	29-Jan-14	30-Jan-14	14-Feb-14	14-Feb-14	OPEN	GE SE I
9	EBL	ributor t	Each	2	0	2	3144	6288	SEK	29-Jan-14	30-Jan-14	14-Feb-14	14-Feb-14	OPEN	GE SE I
10	EBL	ributor t	Each	2	0	2	2654	5308	SEK	29-Jan-14	30-Jan-14	14-Feb-14	14-Feb-14	OPEN	GE SE I
11	EBL	ODE BASI	Each	5	0	5	661	3305	SEK	29-Jan-14	30-Jan-14	17-Feb-14	17-Feb-14	OPEN	GE SE I
12	EBL	ODE BASI	Each	5	0	5	661	3305	SEK	29-Jan-14	30-Jan-14	17-Feb-14	17-Feb-14	OPEN	GE SE I

Note: To return to the Global Promise/Re-Promise screen it is necessary to use the back arrow on the browser. Clicking the “Close Window” link in this screen will close iSupplier.






View Orders: Option 2


Navigation: Report Summary Tab>Order Summary

[Export](#)


[Run Report](#) [Clear All](#)


PO Number 
 Need-By-Date From 


PO Release
 Need-By-Date To 

Item Number
 Creation-Date From 

Purchase Order Status Open ▾

Promised PO
 Creation-Date To 

Action Needed
 Approved-Date From 

Approved-Date To 

PO Number	Release No	Line No	Ship No	Rev No	Item Number	Supplier Item	Drawing No	Item Rev	Item Description	Quantity Ordered	Quantity Received	Quantity Due	UOM	Price	Amount	Currency	Creation Date	Approved Date	Need-By-Date	Promise Date	Promised	Action Needed	Type of Change	PO Status	In Transit	Inv Org	Ship To Location
3009949	2	1	1	0		30/CTN	DOC 28910642 AA		HOUSING, MACHINED SIZE XFP-XXX-X-65MSM, TEMPLATE II - 1388	150	0	150	Each			USD	09-Jan-2015	09-Jan-2015	06-Feb-2015	06-Feb-2015	Yes	New	NBD, ;Qty, ;Price, ;Amount, ;	OPEN		GEAM_IN_LS_US_WBM	GE US WBM
3009068	7	1	1	0		48/CTN	DOC 28910632 AC		HOUSING, MACHINED SIZE 65 - 1341	48	0	48	Each			USD	07-Jan-2015	07-Jan-2015	06-Feb-2015	06-Feb-2015	Yes	New	NBD, ;Qty, ;Price, ;Amount, ;	OPEN		GEAM_IN_LS_US_WBM	GE US WBM
3008973	3	1	1	0		48/CTN	DOC 28910664 AH		HOUSING, MACHINED SIZE XFP-XXX-X-35 - 1457	48	0	48	Each			USD	05-Jan-2015	05-Jan-2015	06-Feb-2015	06-Feb-2015	Yes	New	NBD, ;Qty, ;Price, ;Amount, ;	OPEN		GEAM_IN_LS_US_WBM	GE US WBM
3009442	8	1	1	0		24/CTN	DOC 28910622 AB		HOUSING, MACHINED SIZE 85, PS - 1325	72	0	72	Each			USD	05-Jan-2015	05-Jan-2015	06-Feb-2015	06-Feb-2015	Yes	New	NBD, ;Qty, ;Price, ;Amount, ;	OPEN		GEAM_IN_LS_US_WBM	GE US WBM



Order Summary Report

Export to Excel

Rule	Line	Ship	Rev	Item	Supplier	Item	Item	Quantity	Quantity	Quantity	CU	Organization	UOM	Price	Amount	Date	Date	Date	Date	U	Promise	W	Z	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	
1	No	No	No	Number	Item	Drawing No	Item	Description	Ordered	Receive	Due	UOM	Price	Amount	Date	Date	Date	Date	U	4	Action Needed	Type of Change	PO	InTransit	Inv Org	Ship To	Location	Location	Buyer	Line	Type	Supplier	Supplier Name	Supplier Site
2	2	1	1	0	2.9E+07	39VCTN	DOO28919042AA	HOUSING,N	150	0	150	Each	77.5	7725	USC	9-Jan-15	9-Jan-15	6-Feb-15	6-Feb-15	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
3	7	1	1	0	2.9E+07	48VCTN	DOO289190432AC	HOUSING,N	48	0	48	Each	78.6	3772.8	USC	7-Jan-15	7-Jan-15	6-Feb-15	6-Feb-15	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
4	3	1	1	0	2.9E+07	48VCTN	DOO289190644AH	HOUSING,N	30	0	30	Each	38	1924	USC	5-Jan-15	5-Jan-15	6-Feb-15	6-Feb-15	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
5	8	1	1	0	2.9E+07	24VCTN	DOO289190422AB	HOUSING,N	72	0	72	Each	169	7632.6	USC	5-Jan-15	5-Jan-15	6-Feb-15	6-Feb-15	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
6	1	1	1	0	2.9E+07	39VCTN	DOO289190644AH	HOUSING,N	60	0	60	Each	51.5	3090	USC	5-Jan-15	5-Jan-15	6-Feb-15	6-Feb-15	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
7	10	1	1	0	2.9E+07	200VCTN	DOO289190637AC	HOUSING,N	200	0	200	Each	11	2200	USC	*****	*****	*****	*****	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
8	198	36	1	0	2.9E+07	39VCTN	DOO28928099AB	O-RING ADP	225	0	225	Each	28.5	6412.5	USC	*****	*****	2-Feb-15	2-Feb-15	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
9	8	1	1	0	2.9E+07	39VCTN	DOO28919042AA	HOUSING,N	30	0	30	Each	60.6	1816.5	USC	*****	*****	*****	*****	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
10	2	1	1	0	2.9E+07	56VCTN	DOO289190627AB	HOUSING,N	112	0	112	Each	19.1	2133.6	USC	*****	*****	*****	*****	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
11	4	1	1	0	2.9E+07	48VCTN	DOO289190432AC	HOUSING,N	48	0	48	Each	78.6	3772.8	USC	*****	*****	*****	*****	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
12	1	1	1	0	2.9E+07	48VCTN	DOO289190670AB	HOUSING,N	48	0	48	Each	40.2	1927.2	USC	*****	*****	*****	*****	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	
13	9	1	1	0	2.9E+07	125VCTN	DOO289190641AB	HOUSING,N	125	0	125	Each	12.7	1587.5	USC	*****	*****	*****	*****	Var	Yes	NBD,;Qty,;Price,;Amount,;	OPEN		GEAM_IN_LS_US_WB	GE US WBM	GEAM_OU_USD_LS_US_BIO_W	SPENCER, JIM	Goods	C23277		PLAISTOW	101	

Promised	Action Needed	Type of Change	PO	Status	InTransit	Inv Org	Ship To	Location	Location	Buyer	Line Type	Supplier	Supplier Name	Supplier Site
Yes	New	NBD,;Qty,;Price,;Amount,;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	No Action	NBD,;Qty,;Price,;Amount,;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	New	NBD,;Qty,;Price,;Amount,;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	New	NBD,;Qty,;Price,;Amount,;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	Change	NBD,;Qty,;Price,27.55;Amount,2755;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	Change	NBD,;Qty,;Price,27.55;Amount,5510;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	New	NBD,;Qty,;Price,;Amount,;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101
Yes	New	NBD,;Qty,;Price,;Amount,;	OPEN			GEAM_IN_LS_US_WBM	GE US WBM	GEAM_OU_USD_LS_US_BIO_WBO	SPENCER, JIM	Goods	C23277		PLAISTOW	101

- Quicker navigation
- Additional order information
 - Item Rev, Promised (Y/N), Action Needed, Change, etc...

Review orders off line, then enter promise dates in iSP.



Promise Dates



How to Enter Promise Dates

Navigation: Orders>Purchase Orders>Global Promise/Re-Promise

Global Promise/Re-Promise allows users to review and enter multiple promise dates at once

- 1) **Search** using All Shipments, or use the Advanced Search functionality to find a specific order, item#, etc...
- 2) **Enter Promise Dates** and/or Promise Date updates
- 3) **Check** the Select Box for all PO lines you are entering/updating promise dates
- 4) **Enter Default Values** to quickly populate the Reason and Action for all selected lines then click Apply Default Values button
- 5) **Submit** by clicking the Submit Promises button

Note: Be careful NOT to select Cancel, ONLY use Change in the Action field. If you do accidentally select Cancel please contact the Supplier Connect Call Center to correct the action
GEHealthcareSupplierConnect@qe.com

Select	PO Number	Line	Shipment	Approved Date	Type	Item/Job	Description	Location	Promised Date	Need-By Date	UOM	Ordered	Received	Price	Amount	Supplier Order Line	Status	Attachments	Split	Reason	Actions
<input checked="" type="checkbox"/>	2021019-269	22	1	16-Dec-2014 17:20:20	Goods	123	123	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	100		0.1	10.00		Open			Updated	Change
<input checked="" type="checkbox"/>	2021019-269	24	2	16-Dec-2014 17:20:20	Goods	123	C 123	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	120		0.1	12.00		Open			Updated	Change
<input checked="" type="checkbox"/>	2021019-269	26	3	16-Dec-2014 17:20:20	Goods	123	k 123	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	200		0.1	20.00		Open			Updated	Change
<input type="checkbox"/>	2021019-269	28	4	16-Dec-2014 17:20:20	Goods	123	C 123	GE SE UME		16-Jan-2014 01:00:00	Each	250		0.1	25.00		Open				
<input type="checkbox"/>	2021019-268	5	1	16-Dec-2014 17:12:04	Goods	123	123	GE SE UME		08-Jan-2014 01:00:00	Each	10		0.1	1.00		Open				

PO Print



Order Details & PO Print

PO hyperlinks will drill down to order details (Header and Shipment/Line level)

View PO Report opens a .pdf file to print

The screenshot displays the GE iSupplier Portal interface. At the top, the GE logo and 'iSupplier Portal' are visible. A navigation bar includes 'Home', 'Orders' (highlighted with a red box), 'Shipments', 'Planning', 'Finance', 'Product', 'Intelligence', and 'Report Summary'. Below this, the 'Purchase Orders' section shows 'Blanket Release: 2021019-269, 0 (Total SEK 67.00)' and 'Currency=SEK'. An 'Actions' menu contains 'Request Changes', 'Go', 'Export', and 'View PO Report' (circled in red). The main content area is divided into 'Order Information' and 'PO Details'.

Order Information

General	Terms and Conditions	Summary
Total 67.00 Supplier [Redacted] AB Supplier Site ÅSELE 101 Address [Redacted] ÅSELE, 910 60 Buyer Ruiz, Tania Order Date 16-Dec-2014 17:20:20 Description Status Open Note to Supplier Operating Unit GEEU_OU_SEK_PSDS_SWE_BIO Sourcing Document Supplier Order Number Attachments None	Payment Terms Net 30 Carrier ACC TO ROUTING ORDER FOB EXW Freight Terms Shipping Control Ship-To Address Address MARIEHEMSVÄGEN 212 Umeå, 90650 Bill-To Address Address Accounts Payable Uppsala, 75184	Total 67.00 Received 0.00 Invoiced 0.00 Payment Status Not F

PO Details

Details	Line	Type	Item/Job	Supplier Item	Description	UOM	Qty	Price	Amount	Stal
Show	22	Goods	22		Kabel	Each			10.00	
Show	24	Goods	22		Cable	Each			12.00	

PO Print

GE Healthcare
 Purchase Order
 This is a test Purchase Order, do not treat this as a real document
 Order Number/Release: 2021019/269 | Revision: 0 | Page: 1/3
 GBL CODE: C2248701010ME
 ÅSELE ELEKTROMEKANIK AB
 Utfrivägen 1
 Blåvikens
 910 60 ÅSELE
 SWEDEN
 Contact Name:
 FAX:
 Phone:
 Email:
 GE HEALTHCARE BIO-SCIENCES AB
 Accounts Payable
 75184 Uppsala
 SWEDEN
 Payment Terms: Due date -0 days after invoice date
 Delivery Terms: EXW
 Carrier: ACC TO ROUTING ORDER
 Freight Method:
 Currency: SEK
 Buyer Name: Ruiz, Tania
 Order Date: 16 DEC 2014
 Terms And Conditions: This Purchase Order (PO) is solely governed by the written purchase agreement signed by Supplier and GEHC that pertains to GEHC's acquisition of the products and/or services set forth in this PO, or in the absence of such agreement, this PO's terms which are located at [www.gehealthcare.com/terms-of-purchase](#). Such agreement or terms represents the entire agreement between the parties with respect to the subject matter addressed in this PO. Without limitation to the foregoing, in no event will any different, supplemental, or conflicting terms of Supplier's invoices or order confirmations apply. Only a written agreement signed by both parties can modify this PO.
 Important notes:
 1. Mark all packages, packing lists, invoices and correspondence with the GE Healthcare Order number, Item Number, Release Line and Shipment Number. Invoices should reference the GBL Code noted above.
 2. A packing list must accompany each shipment.
 3. Inspection will be carried out at your works or after delivery at our option.
 4. Goods to be available at GE Healthcare on the Receiving Dates noted below.
 Order Header Comment:
 Line No: 1 | Item Number/Description/Draw No: 22022944 | Ship No: 1 | Qty: 100 | UOM: Each | Unit Price: 10.000 | Shipment Amount: 10.00 | Delivery Date: 16 JAN 2014
 Cable 124 kpl
 Drawing No: EBL 22062944 AC
 Web Site: [www.gehealthcare.com](#) | VAT: SE55610191901



Shipments





Shipments Tab: Advanced Shipment Notices (ASN)

Shipments tab has several sub-tabs

- 1) Shipment Notices>Create Advance Shipment Notices, is used to create ASNs
- 2) Shipment Notices>View/Print/Cancel , provides view, print and cancel options for ASNs
- 3) ASN print/report shown below, to be sent along with shipping documents for each shipment.
- 4) Receipts screen allows you to view receipt status and information
- 5) Returns screen reflects information about returns
- 6) Overdue Receipts screen reflects receipts that for any reason are overdue

The screenshot shows the GE iSupplier Portal interface. The top navigation bar includes the GE logo, 'iSupplier Portal', and links for 'Home', 'Logout', 'Preferences', and 'Help'. Below this is a main menu with tabs for 'Home', 'Orders', 'Shipments', 'Planning', 'Finance', 'Product', 'Intelligence', and 'Report Summary'. Under the 'Shipments' tab, there are sub-tabs for 'Delivery Schedules', 'Shipment Notices', 'Receipts', 'Returns', and 'Overdue Receipts'. The 'Shipment Notices' sub-tab is active, and it contains three links: 'Create Advance Shipment Notices' (circled 1), 'View / Print / Cancel Advance Shipment and Billing Notices' (circled 2), and a 'Privacy Statement' link (circled 3). The 'Shipment Notices' sub-tab itself has three sub-sub-tabs: '4', '5', and '6' (circled 4, 5, and 6 respectively).

The ASN print/report is displayed below the navigation. It includes the following information:

ASN GEM1410061512		Ship Date 06-OCT-2014	Carton 1 of 1								
		Delivery Date 09-OCT-2014									
Supplier Name: GEM		Ship To Address: MARIEHEMSVÄGEN 212 Umeå, 90650 SE									
Carrier:											
ORG Name: UME											
PO-Rel	Rev	Line	Shpt	Item	Qty	Need-By-Date	Promised-Date	Lot / Serial	Exp Date	Packing Slip	Origin
2000342-1367	1	129	2	03010226 	12	23-OCT-14	23-OCT-14			1410061512	

Planning



Planning Tab

Planning Tab>Forecast: reflects information about planned future requirements.

- 1) Click Go to bring up all created schedules, latest or specific schedule can be selected.
- 2) Click the Schedule Number to view details for items in the schedule
- 3) Click the Summarized View icon to view items and future requirements in timely buckets

Forecast
 Planning: Forecast >
 Planning Schedule Summary

Export

Simple Search

Note that the search is case insensitive

Advanced Search

Schedule Number

Revision

Forecast/Release Type

Schedule Horizon Start (example: 17-Dec-2014)

Schedule Horizon End (example: 17-Dec-2014)

Go Clear

Previous 1-25 Next 25

Schedule Number	Revision	Creation Date	Forecast/Release Type	Schedule Horizon Start	Schedule Horizon End	Ship-To Organization	Status	Schedule Type	Supplier	Supplier Site	Supplier Organisation ID	Schedule Type	Summarized View
20141211-517220	0	11-Dec-2014	Material Release	11-Dec-2014	31-Dec-2015	GEEU_IN_SE_HH_UME	Confirmed	Planning	123	AB	ASELE 101 64081	PLAN_SCHEDULE	
20141204-516280	0	04-Dec-2014	Material Release	04-Dec-2014	31-Dec-2015	GEEU_IN_SE_HH_UME	Confirmed	Planning	123	AB	ASELE 101 64081	PLAN_SCHEDULE	
20141127-515240	0	27-Nov-2014	Material Release	27-Nov-2014	30-Nov-2015	GEEU_IN_SE_HH_UME	Confirmed	Planning	123	AB	ASELE 101 64081	PLAN_SCHEDULE	



Forecast: Summarized View

Planning Summarized View: reflects the planned requirements in buckets for each item in the schedule.

- 1) Click the item number for additional details/drill down
- 2) Export option

GE iSupplier Portal

Home Orders Shipments **Planning** Finance Product Intelligence Report Summary

Forecast

Planning: Forecast >

Horizontal Schedule (Summarized View)

Schedule Number **20141211-517220**
 Horizon Start Date **11-Dec-2014**
 Horizon End Date **31-Dec-2015**
 Ship-To Organization **GEEU_IN_SE_HH_UME**

Item	Supplier Item	Description	Bucket 1	Bucket 2	Bucket 3	Bucket 4	Bucket 5	Bucket 6	Bucket 7	Bucket 8	Bucket 9	Bucket 10	Bucket 11	Bucket 12	Bucket 13	Bucket 14	Bucket 15	Bucket 16	Bucket 17	Bucket 18	Bucket 19	Bucket 20	Bucket 21	Bucket 22	Bucket 23	Bucket 24	Bucket 25
			Past Due	Buffer	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week	Week
123		Cable Cpl	0	0	0	0	0	0	0	0	0	0	13	0	0	0	25	0	0	0	0	16	0	0	0	0	11
123		Cable Cpl	0	0	0	0	0	0	0	0	0	0	0	20	0	0	0	34	0	0	0	0	0	22	0	0	0
123		Cable Cpl	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
123		Cable	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Export



Finance



Finance Tab

Invoice, Receipt and Payment information

- 1) Search and Advanced Search
- 2) Hyperlinks to drill down and obtain further information

The screenshot displays the GE iSupplier Portal interface. The 'Finance' tab is highlighted in the navigation bar. Below the navigation bar, there are links for 'View Invoices' and 'View Payments'. The 'Simple Search' section contains various input fields for searching invoices, including Invoice Number, PO Number, Release Number, Payment Number, Invoice Status, Payment Status, Invoice Amount, Amount Due, Invoice Date, and Due Date. A 'Go' button and a 'Clear' button are also present. An 'Advanced Search' button is located on the right side of the search section. Below the search section, there is a table of invoices with columns for Invoice, Invoice Date, Type, Currency, Amount, Due Status, On Hold, Payment Status, Due Date, Payment, PO Number, Receipt, Discount Date, Available Discount, and Attachments. A red arrow points from the 'Go' button to the first row of the table. Another red arrow points from the 'Invoice' column header to the first row of the table. A third red arrow points from the 'Payment Status' column header to the first row of the table. A fourth red arrow points from the 'Due Date' column header to the first row of the table. A fifth red arrow points from the 'Payment' column header to the first row of the table. A sixth red arrow points from the 'PO Number' column header to the first row of the table. A seventh red arrow points from the 'Receipt' column header to the first row of the table. A eighth red arrow points from the 'Discount Date' column header to the first row of the table. A ninth red arrow points from the 'Available Discount' column header to the first row of the table. A tenth red arrow points from the 'Attachments' column header to the first row of the table. A circled '1' is placed above the search filters, and a circled '2' is placed above the 'Go' button.

Simple Search

Invoice Number

PO Number

Release Number

Payment Number

Invoice Status

Payment Status

Invoice Amount From To

Amount Due From To

Invoice Date From To

Due Date From To

Invoice	Invoice Date	Type	Currency	Amount	Due Status	On Hold	Payment Status	Due Date	Payment	PO Number	Receipt	Discount Date	Available Discount	Attachments
12140298	19-Nov-2014	Standard	SEK	6476.00	6476.00	Approved	Not Paid	19-DEC-2014		2021019-263	Multiple			
12140293	14-Nov-2014	Standard	SEK	950.00	0.00	Approved	Paid	14-DEC-2014	168379	2021019-262	395061			
12140291	14-Nov-2014	Standard	SEK	4044.00	0.00	Approved	Paid	14-DEC-2014	168379	2021019-261	Multiple			
12140290	12-Nov-2014	Standard	SEK	4469.00	0.00	Approved	Paid	12-DEC-2014	168379	2021019-262	394559			
12140280	07-Nov-2014	Standard	SEK	624.00	0.00	Approved	Paid	07-DEC-2014	167233	2021019-261	393708			
12140279	06-Nov-2014	Standard	SEK	7227.00	0.00	Approved	Paid	06-DEC-2014	167233	2021019-261	Multiple			
12140274	03-Nov-2014	Standard	SEK	5294.00	0.00	Approved	Paid	03-DEC-2014	167233	2021019-260	392606			
12140269	24-Oct-2014	Credit Memo	SEK	-4856.00	0.00	Approved	Paid	24-OCT-2014	167233					
12140262	22-Oct-2014	Standard	SEK	1363.00	0.00	Approved	Paid	21-NOV-2014	164535	2021019-258	390573			
12140261	21-Oct-2014	Standard	SEK	1649.00	0.00	Approved	Paid	20-NOV-2014	164535	2021019-257	390211			
12140256	17-Oct-2014	Standard	SEK	999.00	0.00	Approved	Paid	16-NOV-2014	163231	2021019-259	389831			



Reports



Report Summary

- 1) Report Summary Tab>Order Summary or Invoice Summary reports
- 2) Select search criteria (blank searches are not supported)
- 3) Export data

GE iSupplier Portal

Home Orders Shipments Planning Finance Product Intelligence **Report Summary** Home Logout Preferences

Order Summary **Invoice Summary** Account Summary Export

Simple Search

PO Number: Invoice date From:
 Rel Number: Invoice date To:
 Item Number: Payment Date From:
 ASN Number: Payment Date To:
 Invoice Number: Payment Number:
 Payment Status:

Organization Name	PO Number	Rel Number	PO Line	PO Shipment	Item Number	Supplier Item Number	Item Rev	Matched Qty	ASN Number	Receipt Number	Receipt Date	Invoice Number	Invoice Amount	Invoice Date	Invoice Currency	Net Amount	Scheduled Payment Date	Payment Number	Payment Date	Payment Status	RMA Number
GEAM_OU_USD_LS_US_BIO_WBO	3000077	128	2	1		1/CTN		24		17261	18-Jan-2011	83658		13-Jan-2012	USD			31703425	19-Sep-2012	Paid	

Privacy Statement Home Orders Shipments Planning Finance Product Intelligence Report Summary Home Logout Preferences Copyright (c) 2006, Oracle. All rights reserved



Summary



Review New & Change Orders (BioExport or Report Summary)

Home | Orders | Shipments | Planning | Finance | Product | Intelligence | Report Summary

Purchase Orders | Purchase History

Orders: Purchase Orders > Change Multiple Purchase Orders >

Bio Export Mass Promise Re-Promise PO

Export

PO Number	Rel#	Line#	Shipment#	PO Revision#	Item	Supplier Item	Drawing #	Description	UOM	Qty Ordered	Qty Received	Qty Due	Price	Amount	CUR	Creation Date	Approved Date	Need By Date	Promised Date	Status	Ship to Location	Location
3009442	8	1	1	1				HOUSING, MACHINED SIZE 85, PS - 1325	Each	72	0	72			USD	05-Jan-2015	14-Jan-2015	23-Jan-2015	23-Jan-2015	OPEN	GE US WBM	GEAM_OU_USD_LS_US_E
3009442	9	1	1	0				HOUSING, MACHINED SIZE 85, PS - 1325	Each	24	0	24			USD	14-Jan-2015	14-Jan-2015	06-Feb-2015	06-Feb-2015	OPEN	GE US WBM	GEAM_OU_USD_LS_US_E
3000077	199	36	1	1				O-RING ADAPTER, WITH PEGHOLES X5 MSM	Each	240	0	240			USD	12-Jan-2015	12-Jan-2015	13-Feb-2015	13-Feb-2015	OPEN	GE US WBM	GEAM_OU_USD_LS_US_E

Date order was created (does not change)

Due Date (on GE's dock)

Suppliers promise to deliver (on GE's dock)

Approved Date

Approved Date is the date of the last revision to the order

Buyer	Type
SPENCER, JIM	Goods
SPENCER, JIM	Goods
SPENCER, JIM	Goods



Support



Obtaining Proper Support

Welcome, lola riojas

My Profile | English | Logout | SEARCH → GO

GE Healthcare

Global Supplier Connect

› home › supplier applications › resource center › training guides › administrator

› ISP Administrator

Global Supplier Connect

Hello lola riojas,

Welcome to GE Healthcare's Supplier Connect. Within this website you will find important news and applications designed to aid our suppliers in their day-to-day operations.

Our intent is to make this site as intuitive as possible and where applicable offer training guides and tutorials to aid the user in general information, navigation and support.

CONTACT US

For urgent matters we suggest using one of the toll free telephone lines listed. Other support methods may require up to 48 hours to respond.

Contact

Supplier Connect Support

- On the “Contact Us” Tab the support teams contact information for support is easily available.
- Contact Us can be found on all main pages except some specific launch/landing pages.
- Always this can be reached from the “home” location.



Support: Contact Us

Contact Us

Supplier Extranet Help Desk Support Lines

(Use option 1 for Supplier Connect, option 3 for Accounts Payable)

Toll free U.S.	800-717-7892
Toll free Mexico	866-301-4661
Dial comm internal	8*320-7500
Direct dial globally	01 262-312-7500
Toll free China	10-800-120-0928
Toll free France	0800-904992
Toll free Italy	800-784468
Toll free UK	08-082346100
Toll free Finland	0-800-1-13057
Toll free India	1800-3010-8909

Email Contacts

SupplierConnectL1Support@ge.com

To Obtain Support:

- Use Global Phone numbers
(Use option 1 for Supplier Connect, option 3 for Accounts Payable)
- Email the team
- Submit a text message through the text field on the screen.

Appendix



Orders Screens Review



Purchase Orders screen

Navigation: Orders Tab>Purchase Orders

Note: Orders appear in Approved Date order (last revision date) with most recent at the top.

- 1) **Search** using the View dropdown to select “All Purchase Orders” or use the “Advanced Search” button to find a specific order/selections.
- 2) **Purchase History/View Change History** can be used to view revision changes. Revision changes may also be seen by clicking on the **revision # link**.
- 3) **PO hyperlink** can be used to view order details & PO print functionality
- 4) **Export data**
- 5) **Global Promise/Re-Promise:** enter/update promised dates

The screenshot shows the iSupplier Portal interface. The top navigation bar includes 'Home', 'Orders', 'Shipments', 'Planning', 'Finance', 'Product Intelligence', and 'Report Summary'. The 'Orders' tab is active, and the 'Purchase Orders' sub-tab is selected. The main content area displays a table of purchase orders with columns for PO Number, Rev, Operating Unit, Document Type, Approved Date, Buyer, Currency, Amount, Status, and Attachments. Three callouts are present: 1 points to the 'Advanced Search' button; 2 points to the 'View' dropdown menu; 3 points to the 'View Change History' link; 4 points to the 'Export' button; and 5 points to the 'Global Promise/Re-Promise' button.

Select	PO Number	Rev	Operating Unit	Document Type	Approved Date	Buyer	Currency	Amount	Status	Attachments
<input type="radio"/>	2021019-269	0	GEEU_OU_SEK_PSDS_SWE_BIO	Blanket Release	16-Dec-2014 17:20:20	Ruiz, Tania	SEK	67.00	Open	
<input type="radio"/>	2021019-268	0	GEEU_OU_SEK_PSDS_SWE_BIO	Blanket Release	16-Dec-2014 17:12:04	Ruiz, Tania	SEK	10.70	Open	
<input type="radio"/>	2021019	17	GEEU_OU_SEK_PSDS_SWE_BIO	Blanket Agreement	16-Dec-2014 17:08:15	Ruiz, Tania	SEK		Open	



Global Promise/Re-Promise screen:

Navigation: Orders Tab>Purchase Orders>Global Promise/Re-Promise

Default Values

Promised Date: 16-Jan-2015 11:57:03
 Reason: Updated
 Action: Change

Select Shipments:

Select	PO Number	Line	Shipment	Approved Date	Type	Item/Job	Description	Location	Promised Date	Need-By Date	UOM	Ordered	Received	Price	Amount	Line	Supplier Order	Status	Attachments	Split	Reason	Actions
<input checked="" type="checkbox"/>	2021019-269	22	1	16-Dec-2014 17:20:20	Goods	123	Kabel kpl	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	100		0.1	10.00		Open				Updated	Change
<input checked="" type="checkbox"/>	2021019-269	24	2	16-Dec-2014 17:20:20	Goods	123	Cable cpl	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	120		0.1	12.00		Open				Updated	Change
<input checked="" type="checkbox"/>	2021019-269	26	3	16-Dec-2014 17:20:20	Goods	123	Kabel kpl	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	200		0.1	20.00		Open				Updated	Change
<input type="checkbox"/>	2021019-269	28	4	16-Dec-2014 17:20:20	Goods	123	Cable cpl	GE SE UME		16-Jan-2014 01:00:00	Each	250		0.1	25.00		Open					
<input type="checkbox"/>	2021019-268	5	1	16-Dec-2014 17:12:04	Goods	123	Kabel Kpl	GE SE UME		08-Jan-2014 01:00:00	Each	10		0.1	1.00		Open					



BIO Export screen:

Navigation: Orders Tab>Purchase Orders>Global Promise>BIO Export

BIO EXPORT static screen, provides order details & export functionality.

- Review new and change orders
- Enter Promise Dates in the Global Promise/Re-Promise screen

PO Number	Rel#	Line#	Shipment#	PO Revision#	Item	Supplier Item	Drawing #	Description	UOM	Qty Ordered	Qty Received	Qty Due	Price Amount	CUR	Date	Creation Date	Approved Date	Need By Date	Promised Date	Status	Ship to Location	Location	Buyer	Type
2021019	269	22	1	0	123	EBL AC		Kabel kpl	Each	100	0	100	0.1 10	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	269	24	2	0	123	EBL AD		Cable cpl	Each	120	0	120	0.1 12	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	269	26	3	0	123	EBL AE		Kabel kpl	Each	200	0	200	0.1 20	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	269	28	4	0	123	EBL AD		Cable cpl	Each	250		250	0.1 25	SEK	16-Dec-2014	16-Dec-2014	16-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	268	5	1	0	123	EBL AD		Kabel Kpl	Each	10	0	10	0.1 1	SEK	16-Dec-2014	16-Dec-2014	08-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	268	7	2	0	123	EBL AD		Kabel Kpl	Each	22	0	22	0.1 2.2	SEK	16-Dec-2014	16-Dec-2014	08-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	268	10	3	0	123	EBL AE		Cable Cpl	Each	25	0	25	0.1 2.5	SEK	16-Dec-2014	16-Dec-2014	08-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods
2021019	268	11	4	0	123	EBL AD		Cable Cpl	Each	50	0	50	0.1 5	SEK	16-Dec-2014	16-Dec-2014	08-Jan-2014			OPEN	GE SE UME	GEEU_OU_SEK_PSD5_SWE_BIO	Ruiz, Tania	Goods



Review Promise Dates

Navigation: Orders>Purchase Orders>Global Promise/Re-Promise

Global Promise/Re-Promise allows users to review and enter multiple promise dates at once

- 1) **Search** using All Shipments, or use the Advanced Search functionality to find a specific order, item#, etc...
- 2) **Enter Promise Dates** and/or Promise Date updates
- 3) **Check** the Select Box for all PO lines you are entering/updating promise dates
- 4) **Enter Default Values** to quickly populate the Reason and Action for all selected lines then click Apply Default Values button
- 5) **Submit** by clicking the Submit Promises button

Note: Be careful NOT to select Cancel, ONLY use Change in the Action field. If you do accidentally select Cancel please contact the Supplier Connect Call Center to correct the action
GEHealthcareSupplierConnect@qe.com

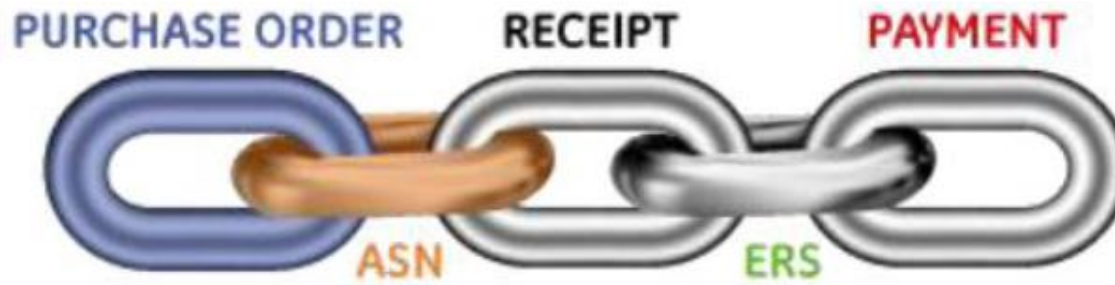
Select	PO Number	Line	Shipment	Approved Date	Type	Item/Job	Description	Location	Promised Date	Need-By Date	UOM	Ordered	Received	Price	Amount	Supplier Order Line	Status	Attachments	Split	Reason	Actions
<input checked="" type="checkbox"/>	2021019-269	22	1	16-Dec-2014 17:20:20	Goods	123	Kabel 124 kpl	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	100		0.1	10.00		Open			Updated	Change
<input checked="" type="checkbox"/>	2021019-269	24	2	16-Dec-2014 17:20:20	Goods	123	Cable 400 cpl	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	120		0.1	12.00		Open			Updated	Change
<input checked="" type="checkbox"/>	2021019-269	26	3	16-Dec-2014 17:20:20	Goods	123	Kabel 402 kpl	GE SE UME	16-Jan-2015 01:00	16-Jan-2014 01:00:00	Each	200		0.1	20.00		Open			Updated	Change
<input type="checkbox"/>	2021019-269	28	4	16-Dec-2014 17:20:20	Goods	123	Cable 404 cpl	GE SE UME		16-Jan-2014 01:00:00	Each	250		0.1	25.00		Open				
<input type="checkbox"/>	2021019-268	5	1	16-Dec-2014 17:12:04	Goods	123	Kabel 109 Kpl	GE SE UME		08-Jan-2014 01:00:00	Each	10		0.1	1.00		Open				

Advanced Shipment Notice ASN



Advanced Shipment Notice (ASN) Create and Print

Navigation: Shipments Tab>Shipment Notices>Advanced Shipment Notices



Using the *Shipment Notices* link, you can create and print deliveries (ASN's).

This tutorial will show you how to:

- ✓ Create Advanced Shipment Notices (ASN)
- ✓ View/Print/Cancel Advanced Shipment Notices

Create ASN



Create ASN

Shipments tab>Shipment Notices>Create Advanced Shipment Notices:



Create ASN

Click Add to Shipment Notice button to begin creating the ASN.

Views

View: Shipments Due This Week

Select PO Shipments:

Select	PO Number	Line	Shipment	Item No	Supplier Item	Item Description	Due Date	Quantity Ordered	Quantity Received	UOM
<input type="checkbox"/>	3007560-2	1	1	123	7 12/CTN	HOUSING, MACHINED SIZE XFF-XXX-X-152M, TEMPLATE II	17-Jan-2014 00:00:00	24		
<input type="checkbox"/>	3007256-3	1	1	123	4 20/CTN	HOUSING, MACHINED SIZE XXX-X-X-55, PS - 1327	17-Jan-2014 00:00:00	40		
<input type="checkbox"/>	3007202-3	1	1	123	2 48/CTN	HOUSING, MACHINED SIZE 65 - 1341	17-Jan-2014 00:00:00	48		

[Return to Shipments: Shipment Notices](#)

By default, Shipments Due This Week will be shown. Use the View drop down menu to select Shipments Due Anytime, click Go.

Select lines to be shipped by checking the box on the far left. Then click **Add to Shipment Notice** button to begin creating the ASN. **Note:** You can create **one** ASN for **multiple** PO shipment lines to **one** Ship to Location.

Views

View: Shipments Due This Week

Select PO Shipments:

Select	PO Number	Line	Shipment	Item No	Supplier Item	Item Description	Due Date	Quantity Ordered	Quantity Received	UOM
<input type="checkbox"/>	3007943-	1	1		64/CTN	HOUSING, MACHINED SIZE 9 - 1335	15-Jan-2014 00:00:00	5	0	Each
<input checked="" type="checkbox"/>	3007943-	1	1		64/CTN	HOUSING, MACHINED SIZE 9 - 1335	16-Jan-2014 00:00:00	5	0	Each
<input checked="" type="checkbox"/>	3007943-	1	1		64/CTN	HOUSING, MACHINED SIZE 9 - 1335	16-Jan-2014 12:49:54	6	0	Each
<input type="checkbox"/>	3007560-	1	1		12/CTN	HOUSING, MACHINED SIZE XFF-XXX-X-152M, TEMPLATE II	17-Jan-2014 00:00:00	24	0	Each
<input type="checkbox"/>	3007256-	1	1		20/CTN	HOUSING, MACHINED SIZE XXX-X-X-55, PS - 1327	17-Jan-2014 00:00:00	40	0	Each
<input type="checkbox"/>	3007202-	1	1		48/CTN	HOUSING, MACHINED SIZE 65 - 1341	17-Jan-2014 00:00:00	48	0	Each

When the Create Advanced Shipment Notice screen appears, Enter the Country of Origin. Use the magnifier icon to find the correct spelling and select it.

GE iSupplier Portal

Home | Orders | **Shipments** | Planning | Finance | Product | Intelligence

Delivery Schedules | **Shipment Notices** | Receipts | Returns | Overdue Receipts

Shipments: Shipment Notices >

Create Advance Shipment Notice

Shipment Header | Shipment Lines

Shipment Line Defaults

Enter Shipment Line Defaults and click Default to All Lines to copy to all shipment lines.

Packing Slip Container Number

Country Of Origin United States

Truck Number

Bar Code Label Comments

Shipments in Advance Shipment Notice

Show All Details | Hide All Details

PD Details	Number	Line	Shipment	Item	Supplier	Item	Due Date	Quantity	Qu
				Number	Item	Description		Ordered	Rec
Show	3002943-2	1	1	123	8 64/CTN	HOUSING, MACHINED SIZE 9 - 1335	16-Jan-2014 00:00:00	5	0
Show	3002943-1	1	1	123	8 64/CTN	HOUSING, MACHINED SIZE 9 - 1335	16-Jan-2014 12:49:54	6	

Not Utilized

LPN/Lot/Serial	Add	Split	Remove

Click the **Shipment Header** tab.



Unique Pack Slip Numbers

Note: If each shipment has a unique pack slip number they can be entered on the Shipment Lines tab. Click **Show All** details and enter unique pack slip number for each line shipping.

Shipments in Advance Shipment Notice							
Details	PO Number ^	Line	Supplier Shipment Item	Item Description	Due Date	Quantity Ordered	
<input type="checkbox"/> Hide	3007943-1	1	1 64/CTN	HOUSING, MACHINED SIZE 9 - 1335	16-Jan-2014 12:49:54	6	
Packing Slip	<input type="text"/>		Container Number		Country of Origin		
Truck Number			Bar Code Label		Comments		
<input type="checkbox"/> Hide	3007943-2	1	1 64/CTN	HOUSING, MACHINED SIZE 9 - 1335	16-Jan-2014 00:00:00	5	
Packing Slip	<input type="text"/>		Container Number		Country of Origin		
Truck Number			Bar Code Label		Comments		

[Return to View / Cancel Advance Shipment Notice](#)

Enter unique Pack Slip #s



Shipments Header Tab (Note: * Required Fields)

Required Fields:

1. Shipment Number (ASN)*
2. Shipment Date (Today's Date)*
3. Expected Receipt Date *
4. Packing Slip Number *
5. Number of Containers *

Click Submit

iSupplier Portal

Home | Orders | Shipments | Planning | Finance | Product | Intelligence

Delivery Schedules | Shipment Notices | Receipts | Returns | Overdue Receipts

Shipments: Shipment Notices >

Create Advance Shipment Notice

Cancel | Add Shipments | Preview | Submit

Shipment Header | Shipment Lines

Shipment Information

* Includes required field:

* Shipment Number: 8CA15012014

* Shipment Date: 15-Jan-2014 11:21:40

* Expected Receipt Date: 16-Jan-2014 11:21:45

Note: Shipment Date cannot be later than today.

Example: 15-Jan-2014 10:20:55

Freight Information

Freight Terms: []

Freight Carrier: []

Bill of Lading: []

* Number of Containers: 2

* Packing Slip: 15012014

Waybill/Writ Number: []

Special Handling Code: []

Packaging Code: []

Tar Weight: []

Net Weight: []

Comments: []

Tar Weight UOM: []

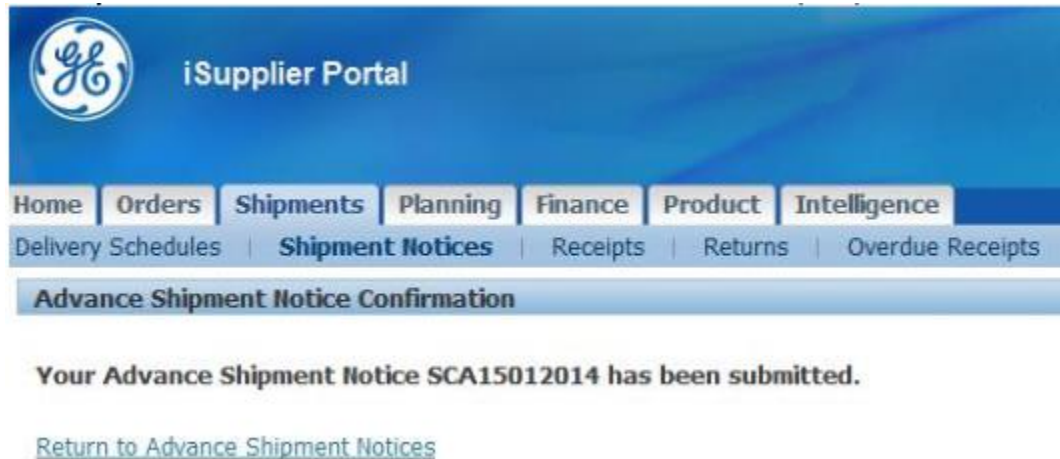
Net Weight UOM: []

Return to Shipments: Shipment Notices

Cancel | Add Shipments | Preview | **Submit**

Confirmation Message Appears

(ASN's are batch processed every 10 min's. However you can print your ASN immediately.)



ASN Points to Remember

- Partial shipments are discouraged. If you feel a partial is necessary, contact the buyer listed on the iSP screen prior to shipping.
- Starred fields are mandatory. If these are not filled in, an error message will be displayed.
- The LPN/Lot/Serial, Add Attachment and Split function is not currently used. Disregard these options.
- Information in the ASN should match exactly with your Packing List
- The ASN must be <30 characters long. The ASN should be the first 3 letters of you company name plus the Packing Slip Number.
- Reference the ASN and the Packing Slip Number on Invoices. The best scenario is for your Invoice Number to be the same as your Packing Slip entry in the ASN.
- Create the ASN the same day as the shipment is planned.
- **ASN Cancellations happen automatically without a request to confirm the action and cannot be recalled!**



View ASN



View ASN

View/Print/Cancel existing ASNs

Navigation: Home>Shipments tab>Shipment Notices>View Print Cancel Advanced Shipment Notices



iSP will display a list of recently generated ASNs

Views

View

Once a shipment notice is cancelled it cannot be undone

Select	Shipment Number	Shipment Date	Expected Receipt Date	Freight Carrier W
<input type="radio"/>	SCA15012014	15-Jan-2014 11:21:40	16-Jan-2014 11:21:45	
<input type="radio"/>	SCA14012014	14-Jan-2014 13:51:38	17-Jan-2014 13:51:42	

[Return to Shipments: Shipment Notices](#)

To view the ASN, click on the ASN/Shipment Number hyperlink to open the Shipment Notice to view, cancel or export.

Cancel ASN



Cancel ASN

Did you make a mistake on the ASN?



No problem, simply click the cancel button ...wait 10 minutes for the system to update....and start over on the creation screen.

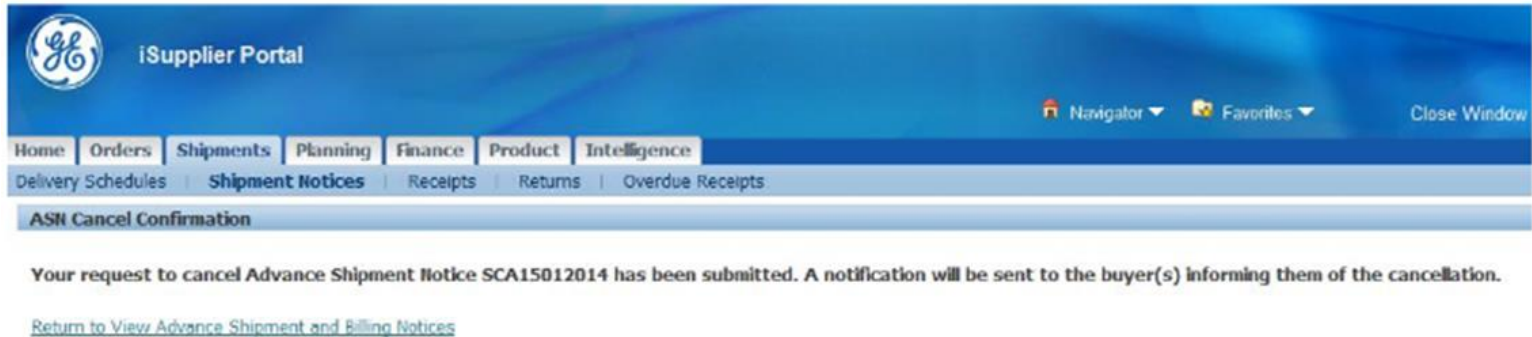
- 1) From the View / Cancel window, select the ASN to cancel
- 2) Click the Cancel Shipment Notice button

Note: Batch processes every 10 min's.

The screenshot shows the GE iSupplier Portal interface. The top navigation bar includes Home, Orders, Shipments, Planning, Finance, Product, and Intelligence. The 'Shipments' tab is active, and the 'Shipment Notices' sub-tab is selected. Below the navigation, there is a breadcrumb trail: 'Shipments: Shipment Notices >'. The main content area is titled 'View / Cancel Advance Shipment Notice'. Under the 'Views' section, there is a dropdown menu set to 'Last 25 Shipment Notices' and a 'Go' button. A warning message states: 'Once a shipment notice is cancelled it cannot be undone'. Below this, there is a table with columns: 'Select', 'Shipment Number', 'Shipment Date', 'Expected Receipt Date', and 'Freight Carrier W'. The first two rows of the table are visible. The first row has a radio button selected, and the second row has a radio button unselected. A red box highlights the 'Cancel Shipment Notice' button above the table.

Select	Shipment Number	Shipment Date	Expected Receipt Date	Freight Carrier W
<input checked="" type="radio"/>	SCA15012014	15-Jan-2014 11:21:40	16-Jan-2014 11:21:45	
<input type="radio"/>	SCA14012014	14-Jan-2014 13:51:38	17-Jan-2014 13:51:42	


ASN cancel confirmation message:



The screenshot shows the GE iSupplier Portal interface. At the top left is the GE logo and the text "iSupplier Portal". To the right are "Navigator" and "Favorites" dropdown menus, and a "Close Window" button. Below this is a navigation bar with tabs for "Home", "Orders", "Shipments", "Planning", "Finance", "Product", and "Intelligence". Underneath are sub-tabs for "Delivery Schedules", "Shipment Notices", "Receipts", "Returns", and "Overdue Receipts". The main content area is titled "ASN Cancel Confirmation" and contains the following text:

Your request to cancel Advance Shipment Notice SCA15012014 has been submitted. A notification will be sent to the buyer(s) informing them of the cancellation.

[Return to View Advance Shipment and Billing Notices](#)



Create ASN timely

Suppliers need to create an ASN in iSP prior to it being received systemically by the GEHC receiving dock. Any delays could result in a disconnect in processing the shipment as well as invoice payment. Best advice: Do it right, do it timely.

ASN Print



ASN Print

Navigation: Shipments Tab>Shipment Notices>View/Print/Cancel Advance Shipment Notices and Billing Notices



Click the “Select” Radio Button of the ASN you wish to print, then Click on the “Print ASN” Button.

The screenshot shows the GE iSupplier Portal interface. At the top, there is a navigation bar with the GE logo and the text "iSupplier Portal". Below this, there are several tabs: Home, Orders, Shipments, Planning, Finance, Product, Intelligence, and Report Summary. Under the "Shipments" tab, there are sub-tabs for Delivery Schedules, Shipment Notices, Receipts, Returns, and Overdue Receipts. The "Shipment Notices" sub-tab is selected, and the page title is "View / Cancel Advance Shipment Notice".

On the right side of the page, there are two buttons: "Export" and "Print ASN". The "Print ASN" button is highlighted with a red box. Below the buttons, there is a "Views" section with a dropdown menu set to "Last 25 Shipment Notices" and a "Go" button. There is also an "Advanced Search" button.

Below the "Views" section, there is a note: "Once a shipment notice is cancelled it cannot be undone". There are two tabs: "Select Advance Shipment Notice" (which is selected) and "Cancel Shipment Notice".

The main content is a table with the following columns: Select, Shipment Number, Shipment Date, Expected Receipt Date, Freight Carrier, Waybill/Airbill Number, Supplier Site, Invoice Number, Packing Slip, Processing Status Code, and Cancellation Status. The first row is selected, and its "Select" radio button is highlighted with a red circle. The "Print ASN" button is highlighted with a red box.

Select	Shipment Number	Shipment Date	Expected Receipt Date	Freight Carrier	Waybill/Airbill Number	Supplier Site	Invoice Number	Packing Slip	Processing Status Code	Cancellation Status
<input checked="" type="radio"/>	AAA987654	23-Jun-2014 10:10:09	27-Jun-2014 10:10:06			VASTERVIK 102		AAA987654PS	Error	
<input type="radio"/>	AAA12345	23-Jun-2014 10:05:59	27-Jun-2014 10:06:03			VASTERVIK 101		AAA12345PS	Pending	
<input type="radio"/>	ABC987654	20-Jun-2014 11:23:23	26-Jun-2014 11:23:26			VASTERVIK 102		ABC987654PS	Error	
<input type="radio"/>	ABC98765	20-Jun-2014 11:13:21	26-Jun-2014 11:13:27			VASTERVIK 101		ABC98765PS	Pending	
<input type="radio"/>	CAB12345	17-Jun-2014 13:11:49	20-Jun-2014 13:11:55			VASTERVIK 102		CAB12345PS	Error	
<input type="radio"/>	ABD12345	17-Jun-2014 11:19:31	20-Jun-2014 11:19:36			VASTERVIK 102		ABD12345PS	Error	
<input type="radio"/>	abcdefg	17-Jun-2014 09:15:30	17-Jun-2014 15:15:25			VASTERVIK 102		123456yuyu	Error	
<input type="radio"/>	Test_Shipment	13-Jun-2014 06:55:24	13-Jun-2014 12:27:37			VASTERVIK 102		Test Pack		

New ASNs created will be in “Pending” status until the Oracle transaction processor converts the ASN information into an expected receipt. This program runs approximately every 10 minutes.

Click on Output

(if the Output icon doesn't appear, click on refresh until it does)

The screenshot shows the iSupplier Portal interface. At the top, there is a navigation bar with the GE logo and 'iSupplier Portal' text. Below this is a menu with tabs for Home, Orders, Shipments, Planning, Finance, Product, Intelligence, and Report Summary. A secondary menu includes Delivery Schedules, Shipment Notices, Receipts, Returns, and Overdue Receipts. The main content area is titled 'Requests' and contains a 'Requests Summary Table'. A 'Refresh' button is highlighted with a red box. The table has columns for Request ID, Name, Phase, Status, Scheduled Date, Details, Output, and Republish. The 'Output' icon in the first row is circled in red.

Request ID	Name	Phase	Status	Scheduled Date	Details	Output	Republish
629719	GE ASN Barcode Report for ISP (GE ASN Barcode Report for ISP)	Completed	Normal	07-Jul-2014 17:07:52			

View output and print

The screenshot shows an Adobe Reader window titled 'GE_ASN_Barcode_Report_for_ISP_070714[2].pdf'. The print icon in the toolbar is circled in red. The report content includes the following information:

ASN: AAA987654
Barcode:

Supplier Name: _____
Carrier: _____
ORG Name: UME



Ship Date: 23-JUN-2014
Delivery Date: 27-JUN-2014

Carton: 1 of 1

Ship To Address: Umeå, 90650 SE / ÅGEN 212

PO-Rel	Rev	Line	Shpt	Item	Qty	Need-By-Date	Promised-Date	Lot / Serial	Exp Date	Packing Slip	Origin
2001124-1811	4	351	12	58324167 	15	12-AUG-14	12-AUG-14			AAA987654PS	SE

Print the ASN on a regular 8x11 sheet of paper (landscape). Fold it up with your pack slip and place it in a clear shipping envelope on the outside of the package shipping.

ASN AAA987654 				Ship Date 23-JUN-2014			Carton 1 of 1				
				Delivery Date 27-JUN-2014							
Supplier Name: R..... AB				Ship To Address: MARIEHEMSVÄGEN 212 Umeå, 90650 SE							
Carrier:											
ORG Name: UME											
PO-Rel	Rev	Line	Shpt	Item	Qty	Need-By-Date	Promised-Date	Lot / Serial	Exp Date	Packing Slip	Origin
2001124-1811	4	351	12	56324167 	15	12-AUG-14	12-AUG-14			AAA987654PS	SE