


Slide 1



**Welcome to NCR Web Based Training
for ERP Oracle Version R12**

**You can pause and rewind at anytime using the
control bar at the bottom of the page.**

Slide 2



iSupplier Order Management Training -
How to change a Promise Date

Play

The image shows a video player interface with a green gradient background. At the top left is the NCR logo, which consists of a stylized infinity symbol followed by the letters 'NCR'. Below the logo is a horizontal dashed line. Underneath the line, the text 'iSupplier Order Management Training - How to change a Promise Date' is displayed in white. At the bottom center, there is a green rectangular button with the word 'Play' in white. In the bottom right corner of the video player area, there is a small red icon of a play button.

iSupplier Order Management Training - How to Change a Promise Date

Slide 3

Note: When you ACCEPT an entire PO or each line individually, the need-by-date becomes your promised date. SUPPLIER METRICS WILL INCLUDE VALIDITY OF YOUR PROMISE DATES.

IMPORTANT: If you have any PO with a PARTIALLY ACKNOWLEDGED status, you must complete the acknowledgement. The Buyer will not be able to respond to your change request until each PO ship line has been actioned (acknowledged or changed).

Views

View: All Purchase Orders [Go] [Advanced Search]

Select Order: Acknowledge [Request]

Previous 1-25 Next 25

Select PO	Operating Unit	Docu Type	Description	Created	Created By	Currency	Amount	Status	Acknowledge By	Attachment
2010831070	United States Operating Unit	Standard PO	Example PO for ISP Training	04-25-2012 12:44:44	DAVID	USD	51,019.00	Accepted	04-27-2012 00:00:00	
2010785417	United States Operating Unit	Standard PO		04-12-2012 20:31:18	GOBER, KERRY	USD	3,913.00	Open		
2010811218	United States Operating Unit	Standard PO		04-12-2012 20:14:14	HENDRIX, BRENDA	USD	51,500.00	Open		
2010830996	United States Operating Unit	Standard PO		04-12-2012 19:50:27	MEYER, SANDY	USD	5,101.90	Supplier Change Pending	04-16-2012 00:00:00	

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iSupplier Order Management Training - How to Change a Promise Date

Slide 4

Note: When you ACCEPT an entire PO or each line individually, the need-by-date becomes your promised date. SUPPLIER METRICS WILL INCLUDE VALIDITY OF YOUR PROMISE DATES.

IMPORTANT: If you have any PO with a PARTIALLY ACKNOWLEDGED status, you must complete the acknowledgement. The Buyer will not be able to respond to your change request until each PO ship line has been actioned (acknowledged or changed).

Views

View:

Select Order: 1-25 25

Select	PO Number	Rev	Operating Unit	Document Type	Description	Order Date	Request By	Currency	Amount	Status	Acknowledge By	Attachment
<input checked="" type="radio"/>	2010831069	2	United States Operating Unit	Standard PO	Example PO for ISP Training	04-25-2012 13:08:06	CHURCHILL, DAVID	USD	51,019.00	Open		
<input type="radio"/>	2010831070	0	United States Operating Unit	Standard PO	Example PO for ISP Training	04-25-2012 12:44:44	CHURCHILL, DAVID	USD	51,019.00	Accepted	04-27-2012 00:00:00	
<input type="radio"/>	2010785417	2	United States Operating Unit	Standard PO		04-12-2012 20:31:18	GOBER, KERRY	USD	3,913.00	Open		
<input type="radio"/>	2010811218	5	United States Operating Unit	Standard PO		04-12-2012 20:14:14	HENDRIX, BRENDA	USD	51,500.00	Open		
<input type="radio"/>	2010830996	0	United States Operating Unit	Standard PO		04-12-2012 19:50:27	MEYER, SANDY	USD	5,101.90	Supplier Change Pending	04-16-2012 00:00:00	

http://sun5562.daytonoh.ncr.com:8021/OA_HTML/OA.jsp?_rc=POS_VPO_MAIN_PAGE&_ri=177&SearchType=Simple&searchTyf Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 5

The screenshot displays the iSupplier Portal interface. At the top, there is a navigation bar with the NCR logo and 'iSupplier Portal' text. Below this, there are tabs for 'Home', 'Orders', 'Shipments', 'Product', and 'Finance'. The 'Orders' tab is active, showing 'Purchase Orders' and 'Purchase History'. A specific purchase order is selected: 'Request Changes for Standard Purchase Order : 2010831069,2 (Total USD 51,019.00)'. The currency is set to USD. Action buttons include 'Cancel', 'Cancel Entire Order', 'View Change History', 'Export', and 'Submit'. The main content area is titled 'Order Information' and is divided into three sections: 'General Information', 'Terms and Conditions', and 'Related Information'. The 'General Information' section lists details such as Total (51,019.00), Supplier (MANUFACTURED ASSEMBLIES CORPORATION), Supplier Site (ISP-BUFORD), Address (1810 SATELLITE BOULEVARD, SUITE 500, BUFORD, GA 30518), Buyer (CHURCHILL, DAVID), Order Date (04-25-2012 13:08:06), Description (Example PO for ISP Training), Status (Open), Note to Supplier, Organization (United States Operating Unit), and Supplier Order Number (with an input field). The 'Terms and Conditions' section lists Payment Terms (Net 45 Days), Carrier, FOB (FOB - Origin), Freight Terms (Prepaid), and Shipping Control. The 'Related Information' section has links for Receipts, Invoices, and Payments. The 'Ship-To Address' section shows the address: NCR CORPORATION, Suwanee, GA 30024. The 'Bill-To Address' section shows the address: NCR CORPORATION, Attn: Accounts Payable US, 3097 SATELLITE BLVD, BUILDING 700, DULUTH, GA 30096. The browser status bar at the bottom shows 'Done', 'Local intranet', and '100%' zoom.

General Information

Total	51,019.00
Supplier	MANUFACTURED ASSEMBLIES CORPORATION
Supplier Site	ISP-BUFORD
Address	1810 SATELLITE BOULEVARD SUITE 500 BUFORD, GA 30518
Buyer	CHURCHILL, DAVID
Order Date	04-25-2012 13:08:06
Description	Example PO for ISP Training
Status	Open
Note to Supplier	
Organization	United States Operating Unit
Supplier Order Number	<input type="text"/>
Customer Contact	
Contact Phone #	
Sales Country	
Customer PO Number	
Shipping Instructions	

Terms and Conditions

Payment Terms	Net 45 Days
Carrier	
FOB	FOB - Origin
Freight Terms	Prepaid
Shipping Control	

Ship-To Address

Address: NCR CORPORATION
Suwanee, GA 30024

Bill-To Address

Address: NCR CORPORATION
Attn: Accounts Payable US
3097 SATELLITE BLVD, BUILDING 700
DULUTH, GA 30096

Related Information

- [Receipts](#)
- [Invoices](#)
- [Payments](#)

iSupplier Order Management Training - How to Change a Promise Date

Slide 6

Customer Contact
 Contact Phone #
 Sales Country
 Customer PO Number
 Shipping Instructions
 Packing Instructions
 Procurement
 Customer Number
 Solution Team Number
 Sales Order Number
 PECS Number

Attachments None

PO Details

✔ **TIP** You can cancel the entire order or specific lines.
 ✔ **TIP** Click on the Show link to view shipment details of a line. To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes.
 ✔ **TIP IMPORTANT:** If you are submitting a change with your acknowledgement or you are acknowledging each line individually, make sure you select an ACTION for each ACTION.

[Show All History](#)

Details	Line	Item	Revision	Item	Supplier	Description	UOM	Qty	Price	Amount	Delivered	Billed	Note to Contractor	Supplier Name	Status	Global Agreement
Show	1	Goods	2361M	109	2361-1000-85	NCR TouchPort 70 - 17"	Each	10	5101.9	51,019.00					Open	

Configured Item Change Request - Additional Price Information

The field below should ONLY be used to provide component/feature prices for a configured item. Use the price field above to provide the configured item new rolled up price and the field below to list the new components prices. A configured item contains the letter "M" in it (Example: 3444M76).

[Return to Orders: Purchase Orders](#)

iSupplier Order Management Training - How to Change a Promise Date

Slide 7

The screenshot displays the iSupplier Portal interface. At the top, there is a navigation bar with the NCR logo and 'iSupplier Portal' text. Below this, there are tabs for 'Home', 'Orders', 'Shipments', 'Product', and 'Finance'. The 'Orders' tab is active, showing 'Purchase Orders' and 'Purchase History'. The main content area displays details for a 'Standard Purchase Order : 2010831069,2 (Total USD 51,019.00)'. The currency is set to USD. There are buttons for 'Cancel', 'Cancel Entire Order', 'View Change History', 'Export', and 'Submit'. The 'Order Information' section is expanded, showing 'General Information', 'Terms and Conditions', and 'Related Information'. The 'General Information' section includes fields for Total (51,019.00), Supplier (MANUFACTURED ASSEMBLIES CORPORATION), Supplier Site (ISP-BUFORD), Address (1810 SATELLITE BOULEVARD, SUITE 500, BUFORD, GA 30518), Buyer (CHURCHILL, DAVID), Order Date (04-25-2012 13:08:06), Description (Example PO for ISP Training), Status (Open), Note to Supplier, Organization (United States Operating Unit), and Supplier Order Number (with an input field). The 'Terms and Conditions' section includes Payment Terms (Net 45 Days), Carrier, FOB (FOB - Origin), Freight Terms (Prepaid), and Shipping Control. The 'Related Information' section has links for Receipts, Invoices, and Payments. The 'Ship-To Address' section shows the address for NCR CORPORATION in Suwanee, GA 30024. The 'Bill-To Address' section shows the address for NCR CORPORATION in Duluth, GA 30096. The bottom of the screen shows a taskbar with 'Local intranet' and a zoom level of 100%.

General Information

Total	51,019.00
Supplier	MANUFACTURED ASSEMBLIES CORPORATION
Supplier Site	ISP-BUFORD
Address	1810 SATELLITE BOULEVARD SUITE 500 BUFORD, GA 30518
Buyer	CHURCHILL, DAVID
Order Date	04-25-2012 13:08:06
Description	Example PO for ISP Training
Status	Open
Note to Supplier	
Organization	United States Operating Unit
Supplier Order Number	<input type="text"/>
Customer Contact	
Contact Phone #	
Sales Country	
Customer PO Number	
Shipping Instructions	

Terms and Conditions

Payment Terms	Net 45 Days
Carrier	
FOB	FOB - Origin
Freight Terms	Prepaid
Shipping Control	

Ship-To Address

Address: NCR CORPORATION
Suwanee, GA 30024

Bill-To Address

Address: NCR CORPORATION
Attn: Accounts Payable US
3097 SATELLITE BLVD, BUILDING 700
DULUTH, GA 30096

Related Information

- [Receipts](#)
- [Invoices](#)
- [Payments](#)

iSupplier Order Management Training - How to Change a Promise Date

Slide 8

Customer Contact
 Contact Phone #
 Sales Country
 Customer PO Number
 Shipping Instructions
 Packing Instructions
 Procurement
 Customer Number
 Solution Team Number
 Sales Order Number
 PECS Number

Attachments None

PO Details

✔ **TIP** You can cancel the entire order or specific lines.
 ✔ **TIP** Click on the Show link to view shipment details of a line. To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes.
 ✔ **TIP IMPORTANT:** If you are submitting a change with your acknowledgement or you are acknowledging each line individually, make sure you select an ACTION for each line.

[Show All](#) [Hide All](#)

Details	Line	Type	Item	Revision	Supplier Item	Description	UOM	Qty	Price	Amount	Delivered	Note to Billed Supplier	Contractor Name	Status	Global
Hide	1	Goods	2361M109		2361-1000-85	NCR TouchPort 70 - 17"	Each	10	5101.9	51,019.00				Open	

Shipments

Shipment	Ship-To Location	Quantity Ordered	Quantity Received	Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date
1	UNITEDSTATES-001	10			51,019.00	05-04-2012 09:05:00	05-04-2012 12:33:00				

Configured Item Change Request - Additional Price Information

The field below should ONLY be used to provide component/feature prices for a configured item. Use the price field above to provide the configured item new rolled up price and the field below to list the new components prices. A configured item contains the letter "M" in it (Example: 3444M76).

http://sun5562.daytonoh.ncr.com:8021/OA_HTML/OA.jsp?page=/oracle/apps/pos/changeorder/webui/PosChangePOPG&_ri=17

Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 9

The screenshot shows a web browser window with a date picker and a table of order details. The date picker is titled "Pick a Date - Windows Internet Explor..." and shows the month of May 2012. A green callout box with the text "Click Here" points to the date 11. The table below shows order details for a line item with a quantity of 10 and a price of 5101.9. The "Need-By Date" field is highlighted with a green circle.

Details Line	Type	Item/Job Revision	Supplier Item	Description	UOM	Qty	Price	Amount	Delivered	Note to Billed Supplier	Contractor Name	Status	Global
1	Goods	2361M109	2361-1000-85	NCR TouchPort 70 - 17"	Each	10	5101.9	51,019.00				Open	

Shipments	Ship-To Location	Quantity Ordered	Quantity Received	Amount Received	Amount Promised	Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date
1	UNITEDSTATES-001	10			51,019.00	05-04-2012 09:05:18	05-04-2012 12:33:00				

iSupplier Order Management Training - How to Change a Promise Date

Slide 10

Customer Contact
 Contact Phone #
 Sales Country
 Customer PO Number
 Shipping Instructions
 Packing Instructions
 Procurement
 Customer Number
 Solution Team Number
 Sales Order Number
 PECS Number

Attachments None

PO Details

✔ **TIP** You can cancel the entire order or specific lines.
 ✔ **TIP** Click on the Show link to view shipment details of a line. To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes.
 ✔ **TIP IMPORTANT:** If you are submitting a change with your acknowledgement or you are acknowledging each line individually, make sure you select an ACTION for each line.

[Show All](#) [Hide All](#)

Details	Line	Type	Item	Revision	Supplier Item	Description	UOM	Qty	Price	Amount	Delivered	Note to Supplier	Contractor Name	Status	Global
<input type="checkbox"/> Hide	1	Goods	2361M109		2361-1000-85	NCR TouchPort 70 - 17"	Each	10	5101.9	51,019.00				Open	

Shipments

Shipment	Ship-To Location	Quantity Ordered	Quantity Received	Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date
1	UNITEDSTATES-001	10			51,019.00	05-11-2012 09:13:00	05-04-2012 12:33:00				

Configured Item Change Request - Additional Price Information

The field below should ONLY be used to provide component/feature prices for a configured item.
 Use the price field above to provide the configured item new rolled up price and the field below to list the new components prices.
 A configured item contains the letter "M" in it (Example: 3444M76).

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iSupplier Order Management Training - How to Change a Promise Date

Slide 11

ne

To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes. If you are acknowledging each line individually, make sure you select an ACTION for each line. DO NOT leave lines without an ACTION.

Description	UOM	Qty	Price	Amount	Delivered	Billed	Note to Supplier	Contractor Name	Status	Global Agreement	Supplier Config ID	Attachments	Reason
...uchPort 70 - "	Each	10	5101.9	51,019.00					Open				

Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Date	End Date	Split Reason	Action
	51,019.00	05-11-2012 09:13:00	05-04-2012 12:33:00						

Information

ature prices for a configured item.
olled up price and the field below to list the new components prices.
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Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 12

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To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes.
 acknowledgement or you are acknowledging each line individually, make sure you select an ACTION for each line. DO NOT leave lines without an ACTION.

Description	UOM	Qty	Price	Amount	Delivered	Billed	Note to Supplier	Contractor Name	Status	Global Agreement	Supplier Config ID	Attachments	Reason
IR uchPort 70 - "	Each	10	5101.9	51,019.00					Open				

Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date	Status	Attachments	Spli	on
	51,019.00	05-11-2012 09:13:00	05-04-2012 12:33:00					Open			

Click Here

Information

ature prices for a configured item.
 olled up price and the field below to list the new components prices.
 (76).

Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 13

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To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes. If you are acknowledging each line individually, make sure you select an ACTION for each line. DO NOT leave lines without an ACTION.

Description	UOM	Qty	Price	Amount	Delivered	Billed	Note to Supplier	Contractor Name	Status	Global Agreement	Supplier Config ID	Attachments	Reason
IR uchPort 70 - "	Each	10	5101.9	51,019.00					Open				

Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date	Status	Attachments	Split	Action
	51,019.00	05-11-2012 09:13:00	05-04-2012 12:33:00					Open			

Information

ature prices for a configured item.
olled up price and the field below to list the new components prices.
(76).

Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 14

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To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes. If you are acknowledging each line individually, make sure you select an ACTION for each line. DO NOT leave lines without an ACTION.

Description	UOM	Qty	Price	Amount	Delivered	Billed	Note to Supplier	Contractor Name	Status	Global Agreement	Supplier Config ID	Attachments	Reason
IR uchPort 70 - "	Each	10	5101.9	51,019.00					Open				

Amount Received	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date	Status	Attachments	Split Reason	Action
	51,019.00	05-11-2012 09:13:00	05-04-2012 12:33:00					Open		Delay 1-Week	Change

Information

ature prices for a configured item.
 olled up price and the field below to list the new components prices.
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Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 15

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To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes. If you are acknowledging each line individually, make sure you select an ACTION for each line. DO NOT leave lines without an ACTION.

Description	UDM	Qty	Price	Amount	Delivered	Note to Billed Supplier	Contractor Name	Status	Global Agreement	Supplier Config ID	Attachments	Reason
IR uchPort 70 - "	Each	10	5101.9	51,019.00				Open				

Amount	Amount	Promised Date	Need-By Date	Supplier Order Line	Discount (%)	Start Effective Date	End Effective Date	Status	Attachments	Split	Reason	Action
	51,019.00	05-11-2012 09:13:00	05-04-2012 12:33:00					Open			Delay 1-Week	Change

Information

ature prices for a configured item.
 illed up price and the field below to list the new components prices.
 (76).

[Click Here](#)

gments Product Finance Home Logout Preferences Help

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Submit

http://sun5562.daytonoh.ncr.com:8021/OA_HTML/OA.jsp?page=/oracle/apps/pos/changeorder/webui/PosChangePOPG&_ri=17

Local intranet 100%

iSupplier Order Management Training - How to Change a Promise Date

Slide 16

The screenshot displays the iSupplier Portal interface. At the top, the NCR logo and 'iSupplier Portal' title are visible. The navigation bar includes 'Home', 'Orders', 'Shipments', 'Product', and 'Finance'. Below this, a secondary bar shows 'Purchase Orders' and 'Purchase History'. A green callout box with the text 'Click Here' is positioned over the 'Home' menu item. The main content area features a notification: 'Change Request for Purchase Order 2010831069 has been submitted for approval.' Below the notification is a link: 'Return to Purchase Order Summary'. A second navigation bar at the bottom of the content area also lists 'Home', 'Orders', 'Shipments', 'Product', 'Finance', 'Home', 'Logout', 'Preferences', and 'Help'. The footer contains 'Privacy Statement' and 'Copyright (c) 2006, Oracle. All rights reserved.' The browser's address bar at the bottom shows the URL: 'http://sun5562.daytonoh.ncr.com:8021/OA_HTML/OA.jsp?page=/oracle/apps/pos/home/webui/PosHomeMainPG&_ri=177&menL'. The browser's taskbar shows 'Local intranet' and a zoom level of '100%'.

Slide 17

