

*Atlas Copco*



## Instruction

# WebEDI – PIPECHAIN

## Dynapac Compaction Equipment AB

Date: 2016-09-22

Rev: D

## **Welcome to Dynapac WEB-EDI Portal - PIPECHAIN!**

In PIPECHAIN you will handle all transactions for Purchase Orders and Delivery Schedules for Dynapac Compaction Equipment AB.

- \* Monitor and collect Delivery Schedules and Purchase Orders
- \* Create and send Purchase Order Confirmation.
- \* Create and send Dispatch Advices.
- \* Create and send Invoices.

If you are in need of support in the WEB-EDI system, then contact

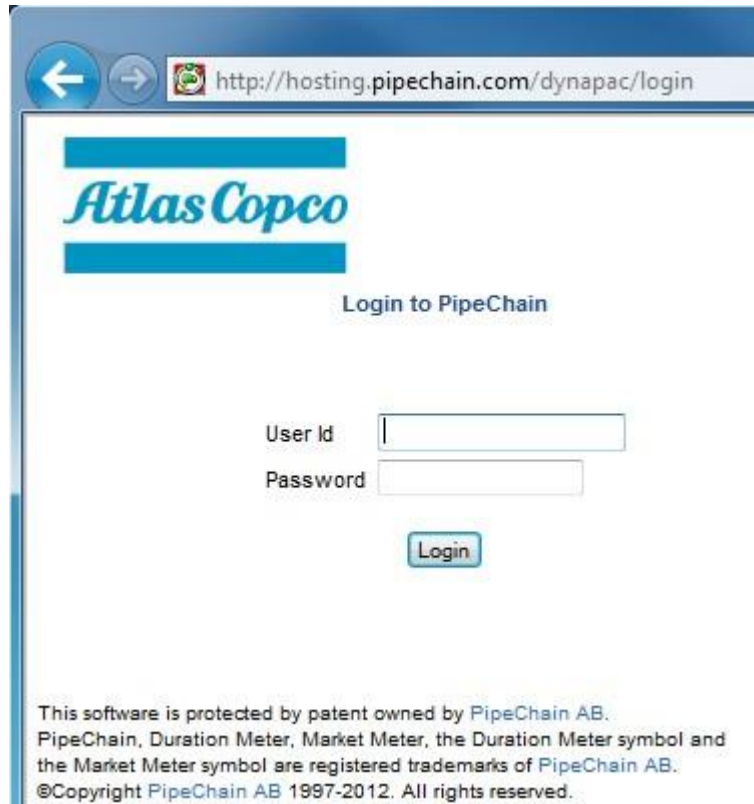
PIPECHAIN Support email: [support@pipechain.com](mailto:support@pipechain.com)

phone: +46 31 727 8610

If you have questions regarding the Purchase Orders or the Delivery Schedules, please contact the Call-Off team at Dynapac

# Login

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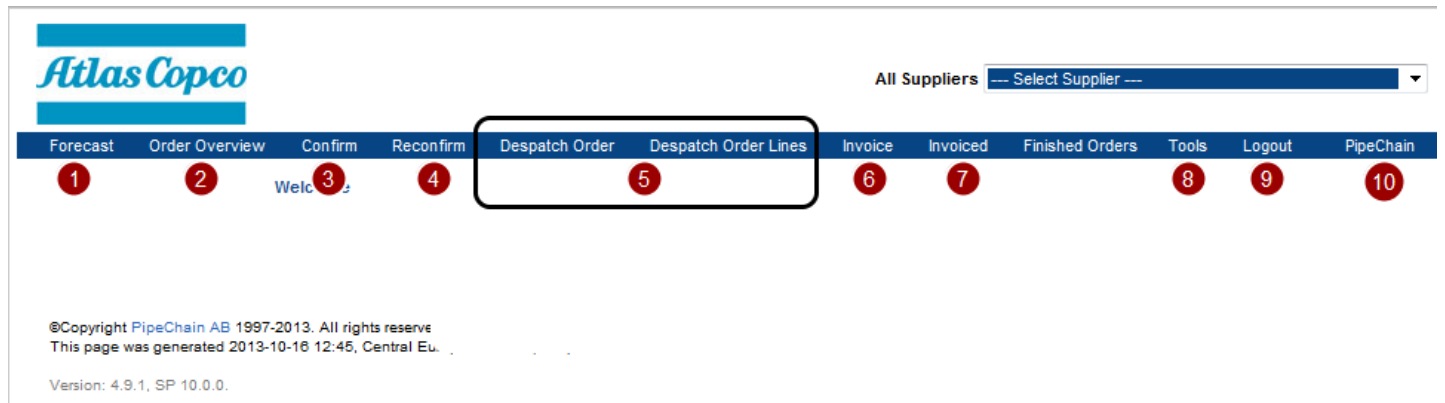
The image shows a web browser window with the address bar displaying <http://hosting.pipechain.com/dynapac/login>. The page features the Atlas Copco logo at the top, followed by the heading "Login to PipeChain". Below this, there are two input fields: "User Id" and "Password". A "Login" button is positioned below the password field. At the bottom of the page, there is a copyright notice: "This software is protected by patent owned by PipeChain AB. PipeChain, Duration Meter, Market Meter, the Duration Meter symbol and the Market Meter symbol are registered trademarks of PipeChain AB. ©Copyright PipeChain AB 1997-2012. All rights reserved."

Enter the webpage <http://hosting.pipechain.com/dynapac/login>

Press the "Login" button

Enter your user ID and Password and press "Login"

# Main page



- 1. Forecast**  
In this menu you will find all Delivery Schedules.
- 2. Order Overview**  
This menu is an over all status for the open Purchase Orders.
- 3. Confirm**  
In this menu you will find all Purchase Orders waiting to be confirmed.
- 4. Reconfirm**  
Update the Order Confirmation and find all confirmed orders.
- 5. Despatch Order/Despatch Order Lines**  
Create Despatch advice and Transport labels for all confirmed Purchase Orders
- 6. Invoice**  
Create and send Invoices for delivered Purchase Orders.
- 7. Invoiced**  
All invoiced Purchase Orders are listed in this menu.
- 8. Tools**  
Settings of the WEB-EDI portal.
- 9. Logout**
- 10. PipeChain**  
Links to useful WEB-pages.

# 1. Forecast - Delivery Schedules

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Click on the Title "Forecast". Now you can choose two different layout alternatives:

**Forecast Overview**

Normal view of the Delivery Schedules.

**Forecast Delivery Period Overview**

A summary of demands by day, week, or months.

# 1.1 Forecast Overview - DELIVERY SCHEDULE



109086 (JITECH AB) 109086 (JITECH AB)

Forecast Order Overview Confirm Reconfirm Despatch Order Despatch Order Lines Invoice Invoiced Finished Orders Tools Logout PipeChain

## Forecast Overview

Edit View Search Confirm Marked Lines Cancel Search Printer Friendly Export to Excel											
Mark	Customer's Product Id	Description	Forecast Status	Dmd Qty	Prev Dmd Qty	Shipment Time	Purchase Order Id	Dmd Price	Last Updated		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Firm	15	15	2013-10-14	1074594	51,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Commitment for manufacturing	0	15	2013-10-23		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Commitment for manufacturing	15	0	2013-10-28		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Commitment for manufacturing	15	0	2013-10-30		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Commitment for manufacturing	0	15	2013-11-04		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Commitment for manufacturing	15	15	2013-11-25		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2013-12-11		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-01-06		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-01-22		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-02-10		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-02-19		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-03-05		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-03-26		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-04-09		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-04-28		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-05-12		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-06-04		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-07-02		0,00	2013-10-12 09:36		
<input type="checkbox"/>	4700387935	BRACKET Rev: ENL VÅR RITN 387935 REV B: LEVERERAS I TRE LÅDOR	Planning/Forecast	15	15	2014-08-13		0,00	2013-10-12 09:36		

### 1. Mark (Quick confirmation)

When a Delivery schedule row is converted to a Purchase Order, then it's possible to confirm this row directly, in this view. Mark the box and then press "Confirm Marked Lines".

### 2. Customer's Product Id (Click on the title to sort the list by part number)

Dynapac's Part Number.

### 3. Description

Dynapac's part description.

### 4. Forecast Status (Click on the title to sort the list by status)

*Firm* The line is converted to a Purchase Order line. *Commitment for manufacturing* Commitment of the Quantity within the period. *Planning/Forecast* Forecast period.

### 5. Dmd QTY

Requested or planned Quantity from Dynapac.

If the demand QTY has been changed according to previous Delivery Schedule, then the field will change colour:

*Blue:* Increased Quantity.

*Yellow:* Decrease Quantity.

### 6. Prev Dmd Qty

The planned Quantity of the previous Delivery schedule.

### 7. Shipment time (Click on the title to sort the list by shipment date)

Requested or planned delivery date from Supplier.

### 8. Purchase Order Id

The Purchase Order number appears when the Delivery schedule row is converted to a Purchase Order and must be handled according to work flow instruction. See instruction below

### 9. Dmd Price

Purchase price of the Part Number.

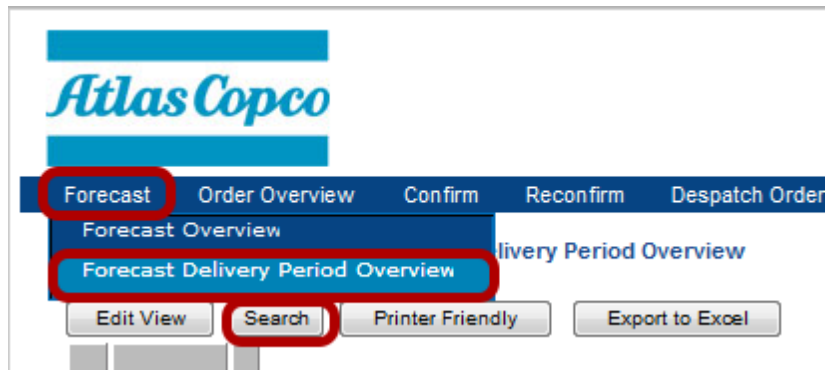
### 10. Last Update

Shows when the Delivery schedule was updated.

### 11. Export to Excel

Press this button to get the delivery schedule into Excel

## 1.2 Forecast Delivery Period Overview



Press the "Search" button

Shipment Time From	2013-10-16	To	2014-11-17	1	Level of detail	Week	2
Customer's Product Id		Description			Forecast Status		4
		3			From	Firm	
					To	Planning/Forecast	

1. Enter a period interval.
2. Choose a time period level (Day, Week, Month).
3. If you want to get details for a specific Part Number, then enter Dynapac's Part Number in this field. To see all Part Numbers, then leave this field blank.
4. Choose the row status you want to display. The recommendation is set the value  
From: Firm  
To: Planning/Forecast
5. Press "OK" when ready.

Forecast Delivery Period Overview												
Customer's Product Id	Description	Forecast Status	Total Quantity	First Demand Date	Nov '13	Okt '13	Dec '13	Jan '14	Feb '14	Mar '14		
1 4700163996	HOLDER PLATE KIT Rev:	Planning/Forecast	4	Januari 2014				2	2			
2 4700343159	PROTECTIVE CAP Rev:	Commitment for manufacturing	100	Oktober 2013			100					
3 4700376682	SCRAPER HOLDER Rev:	Planning/Forecast	8	Januari 2014				4	2	2		
4 4700376685	SCRAPER HOLDER Rev:	Planning/Forecast	6	Januari 2014				2	2	2		

The result are now displayed according to your search criteria.

Please note that you will have the quantity divided in the different Forecast status.

It is possible to export this report to Excel.

They press the button "Export to Excel".

## 2. Order Overview



119118 (SPECMA AB) 119118 (SPECMA AB)

Forecast **Order Overview** Confirm Reconfirm Despatch Order Despatch Order Lines Invoice Invoiced Finished Orders Tools Logout PipeChain

Outbound Order Overview

First Previous 1 2 3 4 Next Last

Edit View Search Printer Friendly Export to Excel

	Purchase Order Id	Lines	Order Subtype	Sales Order Id	Status	Invoice Status	Supplier Change	Customer Change	Shipment Time	Order Date	Order Change Date	Last Update	Tasks	Supplier Id
1	1049925	2	Delivery Schedule		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2012-11-12	2013-10-05	2013-10-12	2013-10-12 09:49		119118
2	1067212	1	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-02	2013-05-21		2013-05-22 06:03		119118
3	1067366	2	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-07-31	2013-05-22		2013-05-23 06:04		119118
4	1067370	2	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-12	2013-05-22		2013-05-23 06:04		119118
5	1067756	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-07-29	2013-05-27		2013-07-30 08:58		119118
6	1067892	1	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-09	2013-05-28		2013-05-29 06:03		119118
7	1068070	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-21	2013-05-29		2013-08-21 08:50		119118
8	1068436	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-14	2013-06-03		2013-08-14 15:52		119118
9	1068566	1	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-16	2013-06-04		2013-06-05 06:04		119118
10	1068685	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-02	2013-06-05		2013-08-05 09:18		119118
11	1068826	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-05	2013-06-10		2013-08-05 13:48		119118
12	1068941	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-07-12	2013-06-11		2013-07-10 15:33		119118
13	1069295	1	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-23	2013-06-14		2013-06-17 06:02		119118
14	1069550	1	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-07-31	2013-06-18		2013-06-19 06:06		119118
15	1069889	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-05	2013-06-24		2013-08-05 13:48		119118
16	1069890	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-05	2013-06-24		2013-08-05 09:13		119118
17	1069974	1	Purchase Order		Confirmed	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-07-31	2013-06-25		2013-06-25 06:02		119118
18	1070091	1	Purchase Order		Shipped	Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-08-05	2013-06-26		2013-08-05 09:13		119118

In this menu you will have an overview of all Purchase Orders that still are active in the system.

<b>Purchase Order Id</b>	Dynapac Purchase Order Number.
<b>Lines</b>	Number of rows in the Purchase Order.
<b>Order Subtype</b>	<b>Purchase Order</b> Normal PO without Delivery schedule. <b>Delivery Schedule</b> PO from Delivery schedule.
<b>Sales Order Id</b>	The Supplier order number appears if the supplier enter this information in the confirm menu.
<b>Status</b>	<b>Requested</b> The PO has not been managed. <b>Confirmed</b> The PO has been order confirmed. <b>Change Requested</b> The PO has been updated with new information. <b>Cancelled</b> The PO has been rejected (not accepted). <b>Shipped</b> The PO has been completed delivered. <b>Partially Shipped</b> Delivery has been started but not completed.
<b>Invoice Status</b>	<b>Not Invoiced</b> The Invoice has not been sent to Dynapac. <b>Partially Invoiced</b> Invoice has been started but not completed.
<b>Customer Change</b>	Shows if a change has been made to the PO by Dynapac.
<b>Supplier Change</b>	Shows if a change has been made to the PO by the Supplier.
<b>Shipment Time</b>	Estimated Time of Delivery (ETD).
<b>Order date</b>	Release date of the PO.
<b>Order Change Date</b>	Date when the PO was changed.
<b>Last update</b>	Date when the order was updated by the supplier or Dynapac.
<b>Tasks</b>	<b>&lt;Play&gt;</b> Go to the Order Confirmation page. <b>&lt;Printer&gt;</b> Print the PO.



### 3. CONFIRM ORDER

When a new or updated Purchase Order has been sent from Dynapac, then the supplier will receive a notification email. It is possible to enter the confirmation page in PIPECHAIN, by click on the Order Id number.

*This message was sent 2012-03-26 11:31*

**Notification from:** Dynapac Compaction Equipment AB, Box 504, SE-371 23 Karlskrona, Sweden, +46 455 30 60 00, +46 455 30 60 30

**Deliver to:** Dynapac Compaction Equipment AB, Industrivägen 2, Karlskrona, Sweden

**Supplier:** 14082, SAUER DANFOSS

**The following purchase order has been received:**

Order Id	Order Date	Order Subtype	Shipment Time	Receipt Time	Comment
1027156	2012-03-14	Purchase Order	2012-04-01	2012-04-01	New Purchase Order



All Suppliers --- Select Supplier ---

Forecast Order Overview Confirm Reconfirm Despatch Order Despatch Order Lines Invoice Invoiced Finished Orders Tools Logout PipeChain

Outbound Order Overview

First Previous 1 2 3 4 5 Next Last

Edit View Search Cancel Search Printer Friendly Export to Excel

	Purchase Order Id	Lines	Order Subtype	Sales Order Id	Status	Invoice Status	Supplier Change	Customer Change	Shipment Time	Order Date	Order Change Date	Last Update	Tasks
1	1074748	1	Delivery Schedule		Requested	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-10-17	2013-10-12	2013-10-12	2013-10-15 03:54	
2	1074763	1	Purchase Order		Requested	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-11-14	2013-10-14		2013-10-15 06:01	
3	1074764	1	Purchase Order		Requested	Not Invoiced	<input type="checkbox"/>	<input type="checkbox"/>	2013-11-14	2013-10-14		2013-10-15 06:01	

Click on the Title "Confirm".

In the list you will find all Purchase Orders that need an Order Confirmation

- To get the Purchase Order in PDF-format, then press the printer button.

## Purchase Order

**Supplier**  
ASSO PRODUKTER AB  
Sweden

**Our Contact Name**  
Purchase Dept Dynapac CE AB

**Delivery Method**

**Delivery Recipient**  
Dynapac Compaction Equipment AB  
Industrivägen 2  
Karlskrona  
Sweden

**Supplier Id**  
101196

**Your Reference**  
Christer Gunnerfalk

**Our Contact E-mail/Telephone/Telefax**  
//

**Delivery Terms**  
FCA ACC OUR INSTRUCTION

**Goods Recipient**  
Dynapac Compaction Equipment AB  
Centralförrådet  
Karlskrona  
Sweden

**Order No**  
1074764 (Not Confirmed)

**Order Date**  
2013-10-14

**Payment Terms**  
120

**Currency**  
SEK

**Invoice Recipient**  
Dynapac Compaction Equipment AB  
Box 504  
SE-371 23 Karlskrona  
Sweden

LineNo	Buyer Article No Supplier Article No Buyer Article Name	Quantity	Price/Base Discount	Delivery Day	Line Total
1	4812115997 CONNECTION CABLE.COARSE Rev:;	10 ST	303,90/1 0,00	2013-11-14	3 039,00
<b>Description</b> CONNECTION CABLE.COARSE Rev:;					
<b>All Lines Total</b>					<b>SEK 3 039,00</b>

- To start the confirmation, press the "Play" button.

Outbound Order Detail

Supplier Id: 103061 Address: Supplier Name: CUMMINS ENGINE CO. LTD  
 Replenishment Order Id: 1054499 Order Type: Purchase Order Contract No:  
 Sales Order Id: 1054499 Order Subtype: Purchase Order Order Status: Confirmed  
 Purchase Order Id: 1054499 Total Amount: 21 252,00 Invoice Status: Not Invoiced  
 Shipment Time: 2013-10-14 Currency: EUR Order Date: 2013-01-22  
 Last Updated: 2013-03-03 13:39

Order Change Date:  The Supplier has Changed the Order  The Customer has Changed the Order

Buyer Contact: Purchase Dept Dynapac CE AB Phone: Fax: Email:  
 Sales Contact:  
 Invoice Recipient: Dynapac Compaction Equipment AB, Box 504, SE-371 23, Karlskrona, Sweden  
 Delivery Recipient: Dynapac Compaction Equipment AB, Industrivägen 2, Karlskrona, Sweden  
 Goods Recipient: Dynapac Compaction Equipment AB, Centralförrådet, Karlskrona, Sweden

Confirm Order  
 Sales Order Id: 1054499  
 Shipment Time: 2013-10-16 Apply to marked lines  
 Currency: EUR  
 Confirm Order Split Order Line Save Cancel

Reject Order Confirm Order... Ship Order

Order Lines | Additional Order Head Information

Line	Customer's Product	Description	Description	Dmd Shipment Time	Shipment Time	Dmd Qty	Acc Qty	Dmd Price	Confirmed Price
1	4812114023	DIESEL ENGINE Rev:C; CUMMINS QSB4.5 STAGE 3B 97KW;	DIESEL ENGINE Rev:...	2013-10-14	2013-10-16	3	3	7 084,00	7 084,00

1. Check the basic data. (Mandatory)

Sometimes Dynapac will send additional text to the Purchase Order. Press the box beside the "Description text block" to get the information.

2. Confirm Shipment date (Mandatory)

In the "Dmd Shipment Time" box, the requested delivery date is stated.  
 In the "Shipment Time" box, the supplier will enter the **CONFIRMED DELIVERY DATE**.

3. Confirm Quantity (Mandatory)

In the "Dmd Qty" box, the requested quantity is stated.  
 In the "Acc Qty" box, the supplier shall enter the **CONFIRMED QUANTITY**.

4. Confirm Price (Mandatory)

In the "Dmd Price" box, the requested price is stated.  
 In the "Confirmed Price" box, the supplier will enter the **CONFIRMED PRICE**.

5. Enter Supplier Order Number (Optional)

In this box the supplier can enter the Sales Order Id number.  
 This information will be connected to the PO in all steps in PIPECHAIN.

6. SEND THE ORDER CONFIRMATION TO DYNAPAC (Mandatory)

When the order confirmation is ready, then press the button "Confirm Order".

**Important!**

If you confirm a delivery date, quantity or price that is not according to our order please choose a deviation code and write a comment explaining why. The person who placed the order will get an email with the discrepancy and your comment.

Deviation Information	Deviation Code	Attachment
<input type="text"/>	<input type="text"/>	<input type="text"/>

In the folder **Order Overview**, you may see the status now is updated to "**Confirmed**"



1031

Forecast **Order Overview** Confirm Reconfirm Despatch Order Despatch Order Lines Invoice

Outbound Order Overview

Edit View Search Printer Friendly Export to Excel

	Purchase Order Id	Lines	Order Subtype	Sales Order Id	Status	Invoice Status
1	1054499	1	Purchase Order	1054499	Confirmed	Not Invoiced
2	1054503	1	Purchase Order	1054503	Confirmed	Not Invoiced

### 3.1 REJECT A PURCHASE ORDER

#### PLEASE CONTACT DYNAPAC BEFORE REJECT A PURCHASE ORDER!!!

If you need to reject a Purchase Order, then press the "Cancel" button in the Confirmation menu.

**Confirm Order**

Sales Order Id: 1054499

Shipment Time: 2013-10-16

Currency: EUR

Press the "Reject Button" that appears above the Order Lines.

Order Change Date: 2012-02-21  The Supplier has Changed the Order  The Customer has Changed the Order  The Supplier has Changed the Order  The Customer has Changed the Order

Buyer Contact

Sales Contact: Anita Andersson Phone: Fax: Email:

Invoice Recipient: Dynapac Compaction Equipment AB, Box 504, SE-371 23, Karlskrona, Sweden

Delivery Recipient: Dynapac Compaction Equipment AB, Karlskrona, Sweden

Goods Recipient: Dynapac Compaction Equipment AB, Centralförrådet, Karlskrona

Order Lines | **Additional Order Head Information**

Split Line	Line	Customer's Product Id	Description
<input type="checkbox"/>	1	4700165078	SKRAPOR MONT CC900 Rev: ENLIGT LD 165078

Confirm the action.

Voiced Finished Orders Tools Log

CO. LTD

**Reject Order**

In the folder **Order Overview**, the status is now updated to "Cancelled"

	Purchase Order Id	Lines	Order Subtype	Sales Order Id	Status
1	1074114	2	Purchase Order	20766	Cancelled
2	1074115	2	Purchase Order	20767	Cancelled

## 4. DISPATCH ORDER LINES

Click on the Menu row "Dispatch Order Lines"

This folder contains all Purchase Orders that are waiting for dispatch or are partially dispatched.

In the top section, there is a search field.

If you leave all fields blank, then all order lines waiting for despatch are listed.



Select Order Lines To Ship

Search

Purchase Order Id	Sales Order Id	Shipment Time		Receipt Time		Product Id	EAN/GTIN	Customer's Product Id	Short Descr
		From	To	From	To				
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

You can search by:

- Purchase Order Id:** *Dynapac PO number.*
- Sales Order Id:** *Your ID number that you entered at the Order Confirmation.*
- Shipment Time:** *Delivery date <From> and <To>*
- Product ID:** *Dynapac Part Number*

In the list all Purchase Order Lines are placed in different Delivery Boxes, depending on the delivery address (different goods receiving's) or the order type.

**Please note! It is not possible to deliver order lines from different boxes in the same delivery note.**

Delivery Recipient: Dynapac Compaction Equipment AB, Industrivägen 2, Karlskrona, Sweden  
 To Gate: Centralförrådet  
 Supplier Id: 07016  
 Delivery Responsibility: Until Reception  
 Address:

	<input checked="" type="checkbox"/> Ship	Purchase Order Id	Line	Sales Order Id	Shipment Time	Receipt Time	Product Id	EAN/GTIN	Customer's Product Id	Description	Dmd Qty	Acc Qty	Shipped Qty	Not Shipped Qty
1	<input type="checkbox"/>	1027151	1000	test	2012-03-14 00:00	2012-03-14 00:00			4700165077	SKRAPOR MONT CC800 Rev	12	24	0	24
2	<input type="checkbox"/>	1027152	1000	levordernr 1	2012-03-02 00:00	2012-03-02 00:00			4700165077	SKRAPOR MONT CC800 Rev	24	24	0	24
3	<input type="checkbox"/>	1027153	2000	pris o rabatt	2012-02-16 00:00	2012-02-16 00:00			4700165078	SKRAPOR MONT CC900 Rev	24	24	12	12
4	<input checked="" type="checkbox"/>	1027156	1000	654321	2012-03-02 00:00	2012-03-02 00:00			4700165077	SKRAPOR MONT CC800 Rev	12	12	0	12
5	<input checked="" type="checkbox"/>	1027156	2000	654321	2012-03-02 00:00	2012-03-02 00:00			4700165088	HOOD Rev:	6	6	0	6

2

In the box you can find all the orders that will be delivered to requested address.

If a box in the **shipment time** is mark as yellow, then the order line not has been delivered according to confirmed delivery date.

To the right the delivery status for the Purchase Order Line is stated.

1. Mark the order rows that will be delivered in the same despatch.  
*You can choose amongst all the order lines in the same box.*
2. Press "Ship".



FRENNAB AB			Delivery Note		
Delivery Recipient Dynapac Compaction Equipment AB Industrivägen 2 Karlskrona Sweden			Delivery Note Id 6517201 Delivery Date 2012-02-20 Forwarding Agent DHL Waybill No Delivery Terms FCA ACC OUR INSTRUCTION		
Gate Centralförrådet		Total No of Packages 2			
Line No	Order No	Buyer Part No Buyer Part Description	Qty	Qty Deviation	No of Packages
1	1027156	4700165077 SKRAPOR MONT CC800 Rev: Package Type: EUR Pallet	12 ST	0,00	1
2	1027156	4700165088 HOOD Rev: Package Type: EUR Pallet	6 ST	0,00	1

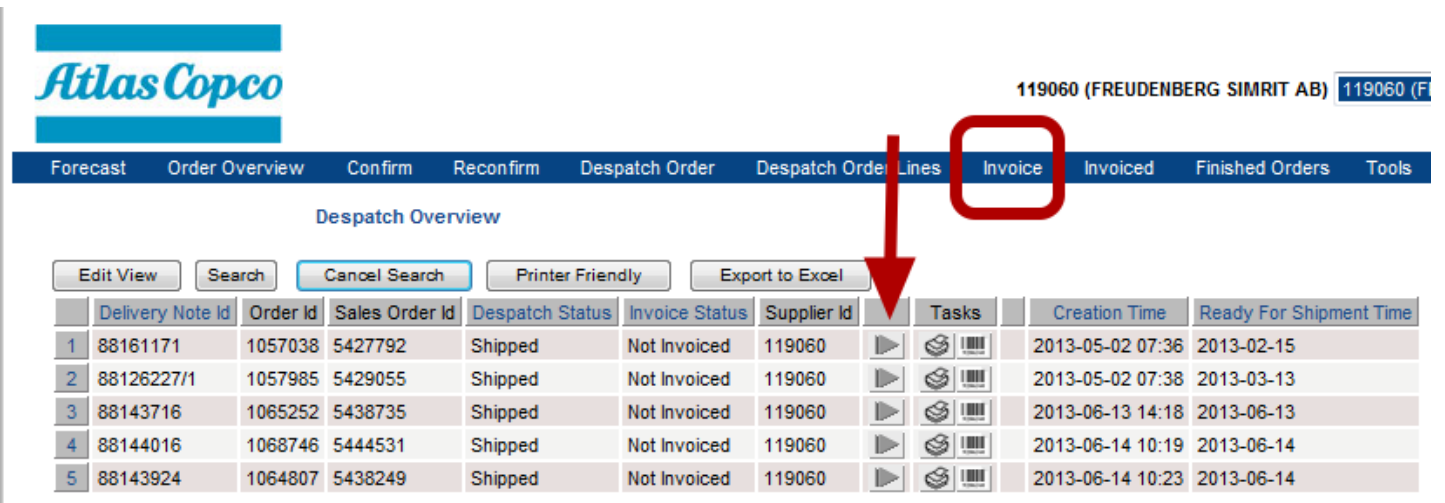
Dynapac Compaction Equipment AB Karlskrona		<b>Centralförrådet</b>	
6517201	FRENNAB AB		
4700165077		0	1
12	SKRAPOR MONT CC800 Rev:		
07016	2012-02-20		
1131	1027156		

Dynapac Compaction Equipment AB Karlskrona		<b>Centralförrådet</b>	
6517201	FRENNAB AB		
4700165088		0	1
6	HOOD Rev:		
07016	2012-02-20		
1132	1027156		

In the folder "Order Overview", the status is now updated to "Shipped"

Order Id	Status	Invoice Status
	Shipped	Not Invoiced

## 5. INVOICE ORDER



Atlas Copco

119060 (FREUDENBERG SIMRIT AB) 119060 (F)

Forecast Order Overview Confirm Reconfirm Despatch Order Despatch Order Lines **Invoice** Invoiced Finished Orders Tools

Despatch Overview

Edit View Search Cancel Search Printer Friendly Export to Excel

	Delivery Note Id	Order Id	Sales Order Id	Despatch Status	Invoice Status	Supplier Id	Tasks	Creation Time	Ready For Shipment Time
1	88161171	1057038	5427792	Shipped	Not Invoiced	119060	▶	2013-05-02 07:36	2013-02-15
2	88126227/1	1057985	5429055	Shipped	Not Invoiced	119060	▶	2013-05-02 07:38	2013-03-13
3	88143716	1065252	5438735	Shipped	Not Invoiced	119060	▶	2013-06-13 14:18	2013-06-13
4	88144016	1068746	5444531	Shipped	Not Invoiced	119060	▶	2013-06-14 10:19	2013-06-14
5	88143924	1064807	5438249	Shipped	Not Invoiced	119060	▶	2013-06-14 10:23	2013-06-14

Click on the Menu row **"Invoice"**

This folder contains all despatched Purchase Order Lines.

To start the Invoice, then press the "Play" button.



Create Invoice Detail

Invoice No:  Invoice Date:   
 Payment Expires:   
 Order Id:  Order Date:   
 Your reference:  Shipment Time:   
 Our reference:  Currency:   
 Way Bill No:  Mode of Delivery:   
 Forwarder:  Terms of Delivery:   
 Delay Interest:  % Terms of Payment:   
 Delivery Note Id:   
 Invoice Recipient:   
 Delivery Recipient:   
 Goods Recipient:

Product Id	Customer's Product Id	Description	Purchase Order Id	Shipped Qty	Unit	Price	Price Unit	Base	Unit Factor	Confirmed Discount	Total	Tax	Add Fee
1	4700185077	SKRAPOR MONT CC800 Rev:	1027156	12	Unit	<input type="text" value="123.00"/>	1	0.00		<input type="text" value="0.00"/>	1 476.00	Moms	<input type="text" value="Select Fee"/>
2	4700185088	HOOD Rev:	1027156	6	Unit	<input type="text" value="321.00"/>	1	0.00		<input type="text" value="0.00"/>	1 928.00	Moms	<input type="text" value="Select Fee"/>

**Fees And Totals**

Rows total, ex. tax:   
 Freight:   
 Packaging:   
 Total ex. tax:   
 Moms:  USD  
 Total:   
 Automatic Round Off Round Off:   
 To Pay:  USD  
 Supplier Account Currency: Exchange rate: 1 USD =   
 Amount in account currency:

1. Enter your **Invoice number (Mandatory)**.
2. **Check that the Price is correct (Mandatory)**.
3. Enter a **Discount (Optional)**.
4. **Add Fee (Optional)**.

You can add the following Fee:

Add Fee

▼

- Select Fee
- Settings costs
- Currency differences
- Program/template cost
- Forcing cost
- Steel surcharge

If you have chosen to add a Fee, then insert the fee amount in the field that will appear.

5. Enter **Fee for packaging**.
6. If you have changed or added a field in the Invoice page, then press "**Calculate**"
7. **Send invoice to Dynapac**

*When everything looks OK, then send press the button "**Invoice**"*

*If you want to cancel the invoice then press "**Cancel**"*

*The order will still appear in the Invoice Menu.*

## 5.1 Special rules for Swedish supplier

When a Swedish supplier is using another currency than SEK, then the **exchange rate (1)** must be entered in the invoice menu.

Press **Calculate (2)** to update the Invoice.

Then follow the normal procedure

2

Calculate Invoice Back

Unit Factor	Confirmed Discount	Total	Tax	Add Fee
0,00	0,00 %	2 277,12	Moms	Select Fee

Rows total, ex. tax 2 277,12

Moms Freight 0,00  
 Moms Packaging 0,00

Total ex. tax 2 277,12  
 Moms 569,28 EUR  
 Moms 5 077,98 SEK  
 Total 2 846,40

Automatic Round Off Round Off 0,00  
 To Pay 2 846,40 EUR

1 Supplier Account Currency Exchange rate: 1 EUR = 8,9200 SEK  
 Amount in account currency 25 389,89 SEK

5.2 The INVOICE as PDF document

<b>FRENNAB AB</b>		<b>Invoice: 123456</b>					
Buyer Dynapac Compaction Equipment AB Box 504 SE-371 23 Karlskrona Sweden Vat No Buyer SE55068657701	Customer Address Id 5560686577 Supplier Address Id 07016 Your Reference Tobias Back Our Reference	Invoice Date 2012-02-20 Payment Due Date 2012-06-19 Interest Rate 0,00 %					
Invoice Recipient Dynapac Compaction Equipment AB Box 504 SE-371 23 Karlskrona Sweden	Delivery Recipient Dynapac Compaction Equipment AB Industrivägen 2 Karlskrona Sweden	Goods Recipient Dynapac Compaction Equipment AB Centralförädet Karlskrona Sweden					
Delivery Note 6517201	Shipment Time 2012-02-20	Receipt Time 2012-02-20					
Terms of Delivery FCA ACC OUR INSTRUCTION							
Invoice-line	Order No Sales Order No	Line Line	Buyer Article No Supplier Article No Buyer Article Name	Variant Variant	Quantity	Price Discount	Line Total
1	1027156 654321	1000 1	4700165077 SKRAPOR MONT CC800 Rev:		12 ST	123,00/1	1 476,00
2	1027156 654321	2000 2	4700165088 HOOD Rev:		8 ST	321,00/1	1 926,00
<b>All Lines Total</b>							<b>3 402,00</b>
<b>Amounts in Sellers Account Currency</b>				<b>Packaging</b>			
Account Currency	850,50					Total excl VAT	3 402,00
VAT amount in USD	1 USD = 1,0000					Moms, 25.0 %	850,50
Exchange Rate	850,50					Total	4 252,50
VAT amount in	4 252,50					Total to Pay	USD 4 252,50
Total Amount incl Taxes							

## 6. ADMINISTRATION

### 6.1 CHANGE PASSWORD

**User Detail**

User Name	sa
Name	Server Administrator
Description	
Phone	
Mobile	
E-mail Address	
Language	English (United Kingdom)
Start Page	Outbound Order
E-mail me...	never

You need to logout and login again for some of the changes to take effect.

[Change Password](#)

Go to **Tools - User Detail**

Press **Change Password** and type the old and the new password in the window that will appear.

Press **Change Password** to confirm

Please note that the password must be at least 4 characters long, but no longer than 11 characters.

### 6.2 CHANGE EMAIL SETTINGS

**Settings Detail**

Business Id	ACRDE		
Business Name	Atlas Copco Rock Drills		
Supplier Id	T4050	Address	

[Common](#) | [Order](#) | [Despatch](#) | [Invoice](#) | [Mail](#)

	Selected Setting	Setting In Use *)
Mail address for receiving New/Changed Purchase Order Notification	sofie.persson@gerumei	
Mail address for receiving New/Changed Delivery Forecast Notification		
Mail address for receiving Reminders	sofie.persson@gerumei	

\*) May differ from Selected Setting depending on setting by Site and/or value received in Purchase Order.

[Save](#) [New](#) [Copy](#) [Delete](#)

Go to **Tools - Settings** and go to the tab **Mail**

**Settings in Use** In this field you can find the current addresses

**Selected Setting** Make your updates in this field. You can add more than one address. To separate the addresses use a semicolon ( ; )

Press **Save**.