



Navistar Direct Ship iSupplier Portal

Overview and Administration for Suppliers

Welcome to Direct Ship iSupplier Portal Training

- iSupplier Portal – Overview & Administration
- iSupplier Portal – Purchase Order Management
 - Purchase Orders
 - Purchase Order Acknowledgment
 - Advance Ship Notice
- iSupplier Portal – Invoice Management

Training Schedule (All Times CST)

- ***iSupplier Portal Overview & Admin***
 - ***Mon 8/27*** 1:00PM
 - ***Tue 8/28*** 9:00AM
 - ***Fri 8/31*** 8:30AM
- ***iSupplier Portal – PO Mgmt***
 - ***Tue 8/28*** 10:30AM
 - ***Wed 8/29*** 1:00PM
 - ***Fri 8/31*** 10:00AM
- ***iSupplier Portal – Invoice Mgmt***
 - ***Wed 8/29*** 3:00PM
 - ***Thu 8/30*** 10:00AM
 - ***Fri 8/31*** 12:00PM

Course Objectives: iSupplier Portal Overview and Administration



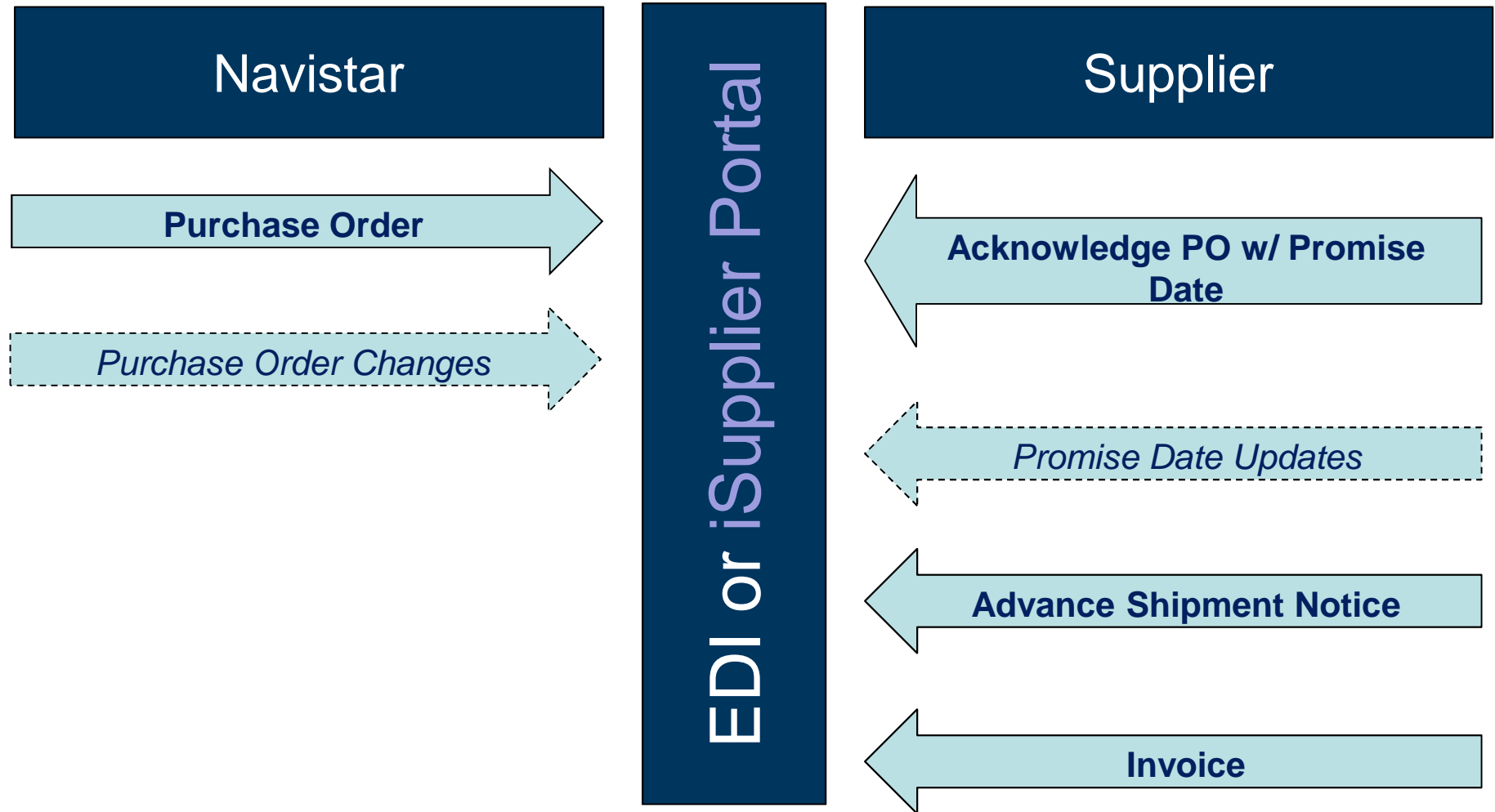
- Overview the Direct Ship ERP System
- Understand the functionality of the Direct Ship iSupplier Portal
- Understand how to log on to the Direct Ship iSupplier Portal
- Understand the role of the iSupplier Portal Administrator
 - Explain steps needed to set up a user
 - Explain how to update contact information, including deactivating a user
 - Describe how to update passwords
- Understand preferences available
- **AT THE COMPLETION OF THE COURSE, please confirm to Navistar who should be established as your Direct Ship iSupplier Portal Supplier Administrator**
 - Please email dssupplierinfo@navistar.com with your Administrator's Name and Email Address

- Navistar's new ERP System for Direct Ship Service Parts is scheduled to launch September 4, 2012
- This ERP implementation is a further step in our ongoing initiatives to update and upgrade our existing Parts Systems
- A primary goal of this Direct Ship ERP System implementation is to increase the level electronic communication between Navistar and our customers and suppliers.
 - EDI is the preferred method of information exchange (EDI installation or Third Party provider such as Liaison Inc's Athena Product)
 - iSupplier Portal is a functional alternative to EDI for some suppliers and also an effective tool to compliment EDI
- New information requested from suppliers is being conveyed to the end customer.
- **Navistar will no longer fax Direct Ship PO's to suppliers upon launch of the Direct Ship ERP System**

Project Overview – The role of iSupplier Portal

- Currently two instances of iSupplier used by Navistar Parts
 - Direct Ship and PDC (Note: PDC will move to the Direct Ship iSupplier instance in the future)
 - Suppliers will have separate sign-ons for each iSupplier instance
- Differences between PDC and Direct Ship
 - New Features for Direct Ship:
 - Supplier PO Acknowledgment and Promise Date update
 - Supplier provides ASN which will be passed back to the Dealers from Navistar, providing greater order visibility
 - Suppliers can input notes that are visible to Navistar eliminating the need for manual phone calls today
 - Invoicing
- Similarities between PDC and Direct Ship
 - Purchase Orders functionality (viewing, printing, acknowledging) remains the same

Supplier Information Exchange



View and Print
Purchase Orders
(Screen or PDF)

Acknowledge PO
and Provide
Promise Dates

Receive and
Request PO
Changes

View PO Status
and Search PO
for PO's

Submit Advance
Shipping Notice
Information

View and Search
for ASN
Information

Submit
Electronic
Invoices

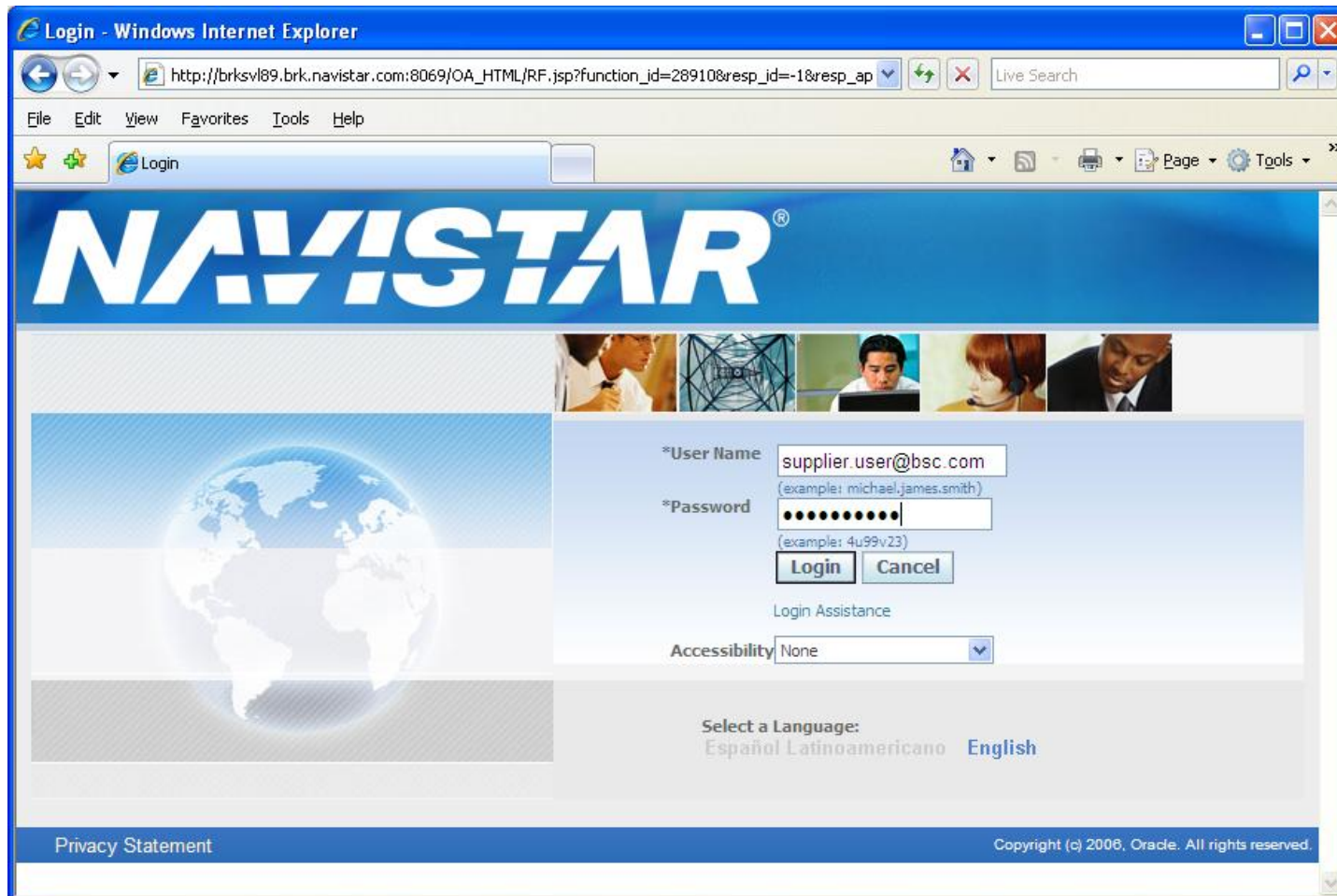
View Invoice
Approval Status

Supplier Administrator Functionality

- Create and Manage Additional User ID's for different roles and responsibilities
- Users can set their own preferences
 - Language Preference
 - **Email Notification Options**

Accessing iSupplier

After receiving your Administrator or Other Login
iSupplier URL: https://dhp.navistar.com/OA_HTML/AppsLogin



- An initial Supplier Administrator ID will be established by Navistar
- The Supplier's Administrator can then establish additional users as needed
- All User ID's are system assigned
- When setting up a new user, there are two role options:
 - Navistar iSupplier User – Transactional / Operational Roles
 - Navistar Supplier Profile & User Manager – Administration Roles

Watch an Oracle UPK (User Productivity Kit) Tool to demonstrate the steps an iSupplier Administrator would use to create a new user ID

- Additional Administrator Functions
 - Updating Contact Information
 - Password Maintenance

Watch an Oracle UPK (User Productivity Kit) Tool to demonstrate the steps an iSupplier Administrator would use to update contact information or maintain passwords

- Functions available to all users
 - Preference Setting (Language / Email Notification Option)

Watch an Oracle UPK (User Productivity Kit) Tool to demonstrate the steps an iSupplier Administrator would use to update contact information or maintain passwords

- Direct Ship ERP Project Overview and the role of iSupplier Portal
- Actions needed to access iSupplier
- Steps to set up a user
- Procedure for updating contact information
- Process to update passwords
- Modifying Preferences including Language and Notifications
- ***During the Project Launch period, support will be provided for Direct Ship iSupplier Portal issues (Contact Information to be Provided)***

Questions



- For access to this presentation and additional training tools, please visit **URL - TBD**
- To access any of the recorded UPK demonstrations utilized in this webinar....
 - iSupplier User Creation
 - Update User Information
 - Password Maintenance
 - Setting Preferences