

In this Quick Reference Guide: WE EXPLORE BUYER INITIATED QUALITY NOTIFICATION

SEARCH AND VIEW QN - SEARCH FILTERS

- From the Homepage:
- 1. Go to **Quality => Notifications**.
 - 2. Search filters allow you to identify the right notification.
 - 3. Choose the required parameters and click **Search**.
 - 4. To reset search parameters click **Reset**.
 - 5. If you wish to view all notifications incl. obsoleted, check the box.

HomeEnablementWorkbenchPlanningOrdersFulfillmentQualityInvoicesPaymentsMore

Quality notifications

2

Search filters

Review

Inspection

Notification

Settings

1

Customer

Customer location

Purchase order no.

Ship notice no.

Customer part no.

Customer batch

Supplier part no.

Supplier batch

Supplier deviation no.

Customer deviation no.

Quality notification type

Supplier action

Status

Creation date

3

4

Search

Reset

5

☐ View all quality notifications

SEARCH AND VIEW QN - SEARCH FILTERS

- 1. Identify the required QN and open it by clicking on **Supplier deviation no.**
- 2. You can find and access quality notification as well from the PO screen in PO related documents section.

Supplier deviation no.

Customer

Priority

Status

1

09112020

BP SCC Buyer - TEST

Critical

New

09112020

BP SCC Buyer - TEST

Critical

Obsoleted

Purchase Order: 4500053196

Done

Create Order Confirmation

Create Ship Notice

Create Invoice

Create Quality Notification

Order Detail

Order History

From: BP SCC Buyer - TEST

To: BParnau Supplier - TEST

Purchase Order (New) 4500053196

Contact information

Supplier Address

BP TST V1

Routing Status: Sent

External Document Type: Standard PO (NB)

Related Documents: C12222

C11905091

SUPP951

3

MAINTAIN QN NOTIFICATION – DETAIL SCREEN 1

- 1. If not in editing mode, click **Edit**.
- 2. Selected detail fields are available for the update. Confirm, update or enter necessary information.
- 3. You can add a web link to the Problem description section.

1

* Indicates required field

Customer *

Title *

Quality notification type *

SCC Delivery Team - Global H19 Client 400 - TEST

Choose

Choose

2

Customer and part

Customer location *

Customer routing identifier

1710 - Storage Location 171A - Address Nam

S4HCLNT400

Customer part no. *

Customer batch

Supplier part no.

SP001 - Bearing

Purchase order no.

Purchase order line item no. *

Ship notice no.

4500001385

10

Notification detail

Category

Subcategory

Complaint quantity

Choose

Choose

100

PCE

Malfunction start date

Malfunction end date

mm/dd/yyyy

mm/dd/yyyy

Discovery date

Required start date

Due date

mm/dd/yyyy

mm/dd/yyyy

mm/dd/yyyy

MAINTAIN QN NOTIFICATION – DETAIL SCREEN 2

- 4. You can upload files and add web links to the Additional comment section.
- 5. You can add or edit Required tasks and Activity Log.

Additional comment (0)

Choose

4

Upload a file

Add links to existing files on the Web

File name

Address

+ Add another link

Return information

Return quantity

Unit

Return authorization no.

Return date

mm/dd/yyyy

5

Required tasks (1)

Activity log (0)

ADD REQUIRED TASKS TO QN DETAIL

- From the QN screen:
- 1. If not in editing mode, click **Edit**.
 - 2. Expand Required tasks section and click **Add task**.
 - 3. Fulfill all mandatory fields.
 - 4. You can add multiple tasks on the Portal using **Add task** button.
 - 5. Once completed, click **Publish** or continue editing .
 - 6. Click **bin icon** to delete the task, if needed.

Cancel

Edit

1

Required tasks (0)

Assign a task to team members to resolve the issue.

+ Add task

2

3

Task category *

Task subcategory *

Title

Choose

Choose

Description

Start date

Start time

Target date

Target time

mm/dd/yyyy

0:00:00

mm/dd/yyyy

0:00:00

Status *

Processor type

Processor ID

Processor name

Choose

Choose

4

+ Add task

Cancel

Publish

5

6

ADD ACTIVITY LOG TO QN DETAIL

- From the QN screen:
- 1. If not in editing mode, click **Edit**.
 - 2. Expand Activity log section and click **Add activity**.
 - 3. Fulfill all mandatory fields.
 - 4. You can add multiple tasks on the Portal using **Add activity** button.
 - 5. Once completed, click **Publish** or continue editing.
 - 6. Click **bin icon** to delete the task before it is published.

Cancel

Edit

1

Activity log (0)

Keep track of activities to resolve the issue.

+ Add activity

2

3

Activity category *

Activity subcategory *

Title

Choose

Choose

Description

Start date

Start time

End date

mm/dd/yyyy

0:00:00

mm/dd/yyyy

4

+ Add activity

Cancel

Publish

5

6

In this Quick Reference Guide: **WE EXPLORE BUYER INITIATED QUALITY NOTIFICATION**

ADD DEFECTS TO QN

From the QN screen:

- If not in editing mode, click **Edit**.
- Go to Defects subtab in the header of the screen.
- To add a new defect, click a **plus** button.
- Fulfill all mandatory fields.
- You can add multiple defects on the Portal using **plus** icon.
- Click **bin icon** to delete defects.
- If completed, click **Publish**. Otherwise, continue editing.

Cancel

Edit

Edit quality notification

Customer *
SCC Delivery Team - Global H19 Client
400 - TEST

Title *
Start-Date time conversion checks

Quality notification type *
Q6 - Comp. f.Cust .Ariiba

Details

Defects (0)

Partner info

History

No defects

+

Defect

Defect category *
Choose

Defect subcategory *
Choose

Description

Cancel

Publish

ADD CAUSES TO QN DEFECTS

From the QN/Defects screen:

- If not in editing mode, click **Edit**.
- If there are multiple defects, select the one you want to edit.
- Expand Causes section and click **Add cause**.
- Fulfill all mandatory fields.
- You can create multiple causes by clicking **Add cause** button.
- If you wish to remove the draft, click **bin icon**.
- If you wish to submit, click **Publish**. Otherwise, continue editing.

Details

Defects (3)

Partner info

History

Cancel

Edit

Causes (0)

Describe the cause of the defect.

+ Add cause

Cause

Cause category *
Choose

Cause subcategory *
Choose

Description

+ Add cause

Cancel

Publish

ADD REQUIRED TASKS TO QN DEFECTS

From the QN/ Defects screen:

- If not in editing mode, click **Edit**.
- If there are multiple defects, select the one you want to edit.
- Expand Required tasks section and click **Add task**.
- Fulfill all mandatory fields.
- You can create multiple lines by clicking **Add task** button.
- If you wish to remove the draft, click **bin icon**.
- If you wish to submit, click **Publish**. Otherwise, continue editing.

Details

Defects (3)

Partner info

History

Cancel

Edit

Required tasks (0)

Assign a task to team members to resolve the issue.

+ Add task

Task

Task category *
Choose

Task subcategory *
Choose

Title

Description

Start date
mm/dd/yyyy

Start time
0:00:00

Target date
mm/dd/yyyy

Target time
0:00:00

Status *
Choose

Processor type
Choose

Processor ID

Processor name

+ Add task

Cancel

Publish

ADD ACTIVITY LOG TO QN DEFECTS

From the QN/ Defects screen:

- If not in editing mode, click **Edit**.
- If there are multiple defects, select the one you want to edit.
- Expand Activity log section and **click Add activity**.
- Fulfill all mandatory fields.
- You can create multiple lines by clicking **Add activity** button.
- If you wish to remove the draft, click **bin icon**.
- If you wish to submit, click **Publish**. Otherwise, continue editing.

Details

Defects (3)

Partner info

History

Cancel

Edit

Activity log (0)

Keep track of activities to resolve the issue.

+ Add activity

Activity

Activity category *
Choose

Activity subcategory *
Choose

Title

Description

Start date
mm/dd/yyyy

Start time
0:00:00

End date
mm/dd/yyyy

End time
0:00:00

+ Add activity

Cancel

Publish

COMPLETE AND PUBLISH QN

Change the Status of QN from In-Process to **Completed**.

Prerequisite: You need to complete all open tasks in order for the overall QN status to be changed to Completed. Click Publish button to send QN to Honeywell system..

Edit quality notification

Customer *
SCC Delivery Team - Global H19 Client
t 400 - TEST

Title *
Start-Date time conversion checks

Quality notification type *
Q6 - Comp. f.Cust .Ariiba

Supplier deviation no. *
200000100

Priority *
Medium

Status
New

Details

Defects (0)

Partner info

History

Customer and part

New

In-Process

Completed

REVIEW PUBLISHED QN

From the Homepage:

- Click on **Quality/ Notification**.
- Prepopulate search criteria and click **Search**. Matching results will appear.
- You can open and review QN by clicking **Supplier deviation number**.
- Supplier action value is automatically determined on the Portal

Unit

Filtering ▾ Quality ▾

Notification

Quality notifications

Search filters

Search

Reset

Supplier deviation no.	Customer	Priority	Status	Supplier action
200000109	SCC Delivery Team - Global H19 Client 400 - TEST	Medium	New	Responded
200000131	SCC Delivery Team - Global H19 Client 400 - TEST	Low	New	Pending
200000108	SCC Delivery Team - Global H19 Client 400 - TEST	Medium	New	Pending

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