

Purpose

Use this procedure to generate a Load Sheet Report.

Trigger

Perform this procedure when you wish to create a report that reflects the demand, both past due and future demand, for a specific Tenneco plant.

Prerequisites

- Access to SupplyWEB
- Internet access and Internet Explorer 6 or higher

Menu Path

Use the following menu path(s) to begin this transaction:

- <https://supplyweb.tenneco.com/supplyWeb/account/login>

Helpful Hints

- Save the above URL to your browser's favorites
- Instead of using your browser's navigation tools, use those provided by SupplyWEB

Procedure



1. To create a Load Sheet report, click on the Reports menu item .



2. Select the Load Sheet Report menu item Load Sheet Report.

Search Criteria	
Facility	Anderson
Ship To	Litchfield
Deliver To	Marshall
Ship From	Mogi Mirim EC
Ship Coverage Through	Mogi Mirim RC
Include Past Due	Napoleon
Sort By Pull Signal	Owen Sound
	Paragould DC
	Paragould MFG
	Poznan
	Puebla
	Puebla IMMEX
	Rancho
	Rennes
	Reynosa DC
	Reynosa MFG
	Reynosa MFG IMMEX
	Rybnik AM
	Rybnik OE
	Saarlouis
	San Antonio
	Seward
	Sint Truiden
	Smithville
	St. Petersburg
	Tredegar
	Valencia
	Valencia DC

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3. Under the Facility field, select the Tenneco plant you want the report to cover.

Search Criteria	
Facility	Smithville
Ship To	WALKER MANUFACTURING - SMITHVILLE
Deliver To	<<None>>
Ship From	Branam Fastening Systems
Ship Coverage Through	06-11-2014 <small>default coverage is 90 days</small>
Include Past Due	<input checked="" type="checkbox"/>
Sort By Pull Signal	<input checked="" type="checkbox"/>
<input type="button" value="Submit"/>	

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Your report will appear in a new browser window. You will need to have Adobe's Acrobat Reader installed in order to view it.

 Use this link to download and install the latest copy of Acrobat Reader

4. The Ship To and Deliver To fields will automatically populate and should be left at their default. Ship From should also default.

Search Criteria	
Facility	Smithville
Ship To	WALKER MANUFACTURING - SMITHVILLE
Deliver To	<<None>>
Ship From	Branam Fastening Systems
5 - Ship Coverage Through	06-11-2014 <small>default coverage is 90 days</small>
Include Past Due	<input checked="" type="checkbox"/>
Sort By Pull Signal	<input checked="" type="checkbox"/>
6	<input type="button" value="Submit"/>

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5. The Ship Coverage Through field defaults to a coverage of the next 90 days. You may lengthen or shorten this coverage range as desired by clicking the box and entering a different date.

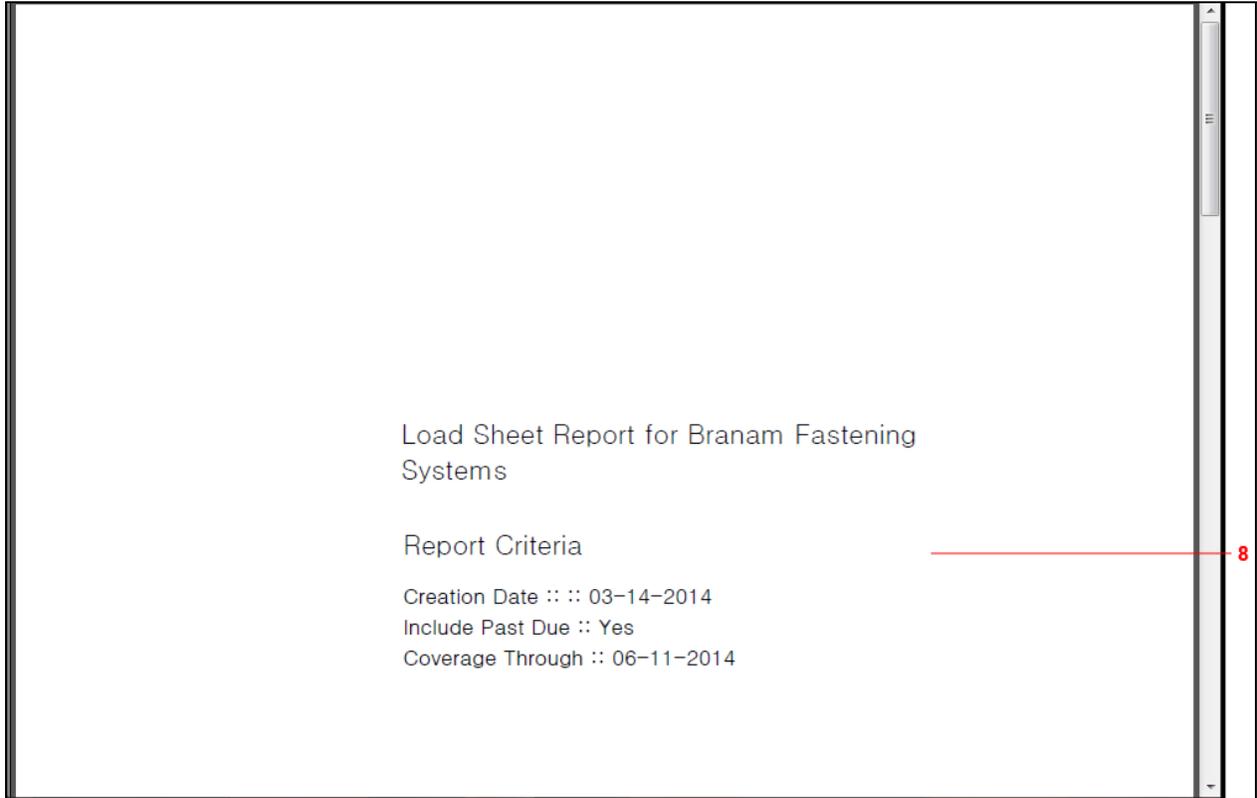
Include Part Due should be left checked if you want the report to reflect demand from the past that wasn't fulfilled.

Sort By Pull Signal can be ignored and left at its default value.

6. When the Search Criteria meet your expectations, click on the Submit button .



7. A new window will pop up telling you to please wait while the report is being generated.



8. The report will open in a PDF file. The Cover Page will display the report title, and the search criteria.

9 — Load Sheet

Ship From	Facility	Ship To
Branam Fastening Systems 7864 Root Road N. Ridgeville, OH 44039 UNITED STATES ID: 0000423279	Smithville 645 E. Broad Street Smithville, TN 37166 UNITED STATES ID: 017-Smithville	WALKER MANUFACTURING – SMITHVILLE 645 E. Broad Street Smithville, TN 37166 UNITED STATES ID: 017-Smithville

Date: Through 06-11-2014					
Buyer Part / Supplier Part					
Date	Quantity	Std.Qty.	UofM	Pull Signal	Additional Information
302771					
12-16-2013	6,019	0	EA		
12-19-2013	45,000	0	EA		
01-06-2014	54,000	0	EA		
01-13-2014	56,250	0	EA		
01-20-2014	51,750	0	EA		
01-27-2014	51,750	0	EA		
02-03-2014	51,750	0	EA		
02-10-2014	49,800	0	EA		
02-11-2014	300	0	EA		
02-17-2014	49,500	0	EA		

9. If you scroll down, the Load Sheet will display giving you the Ship From, Facility, and Ship To information. It also provides the Date to which the reports covers. Below, listed separately under the part numbers, is the demand quantity, due date, and UofM (Unit of Measure).



Result

You have successfully generated a Load Sheet Report.