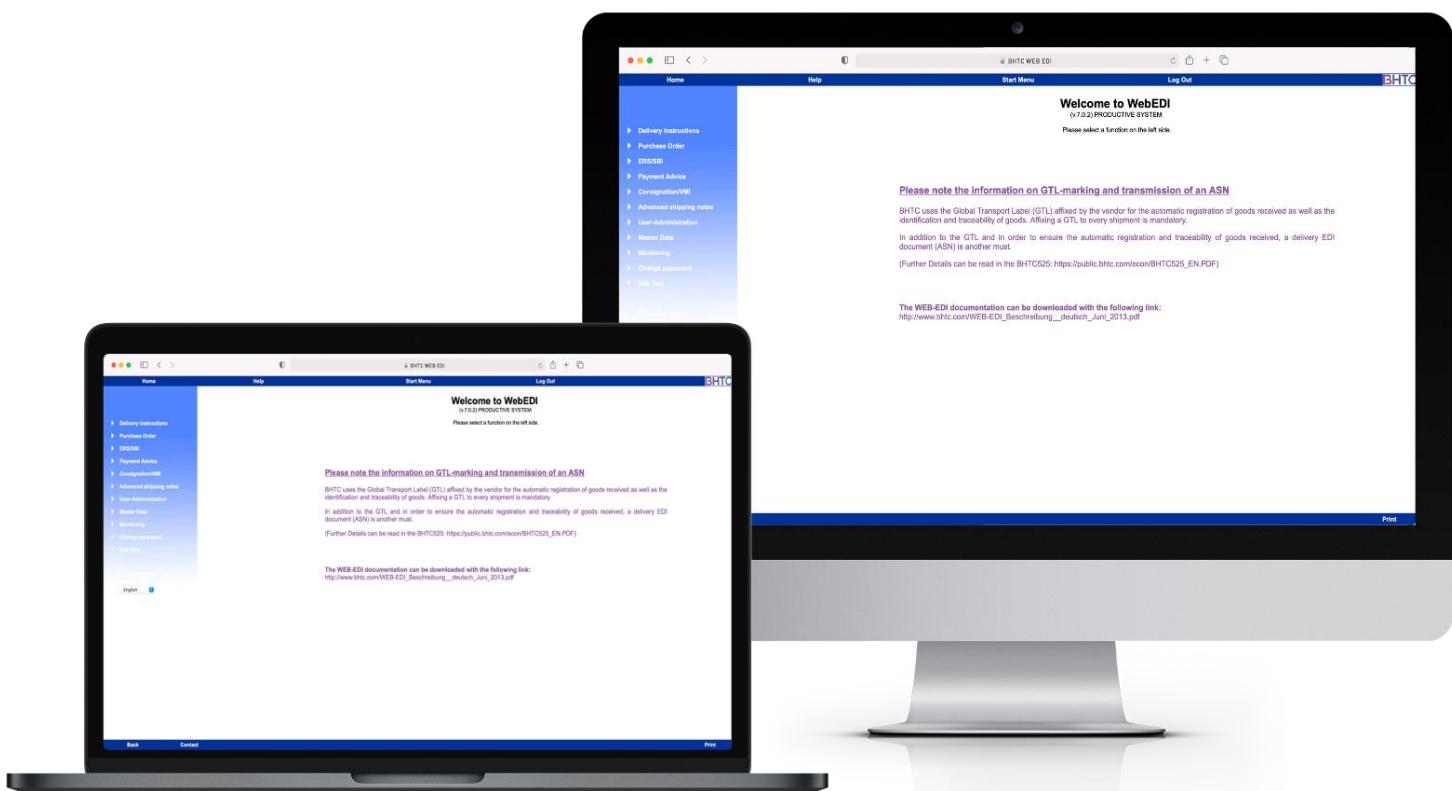


Documentation WEB-EDI

Status: February 2021



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1 Introduction

In order to ensure a flawless logistics process, it is imperative that the complete process is handled via the Web EDI system. The following describes how delivery schedules are transferred to delivery and transport data, and how the printing of EDI consignment bills, delivery bills, forwarding orders, VDA labels and the sending of delivery data via EDI are initialized.

1.1 Requirements for using the WEB-EDI system

The Internet address of the Web-EDI server is

<https://www.hella.com/webedi/jsp/index.jsp>

To use the Web EDI system, Internet Explorer and Adobe Acrobat Reader have to be installed on the computer in the latest version.

Additionally, the installation of the barcode fonts is required. This installation is described in the further course of this documentation.

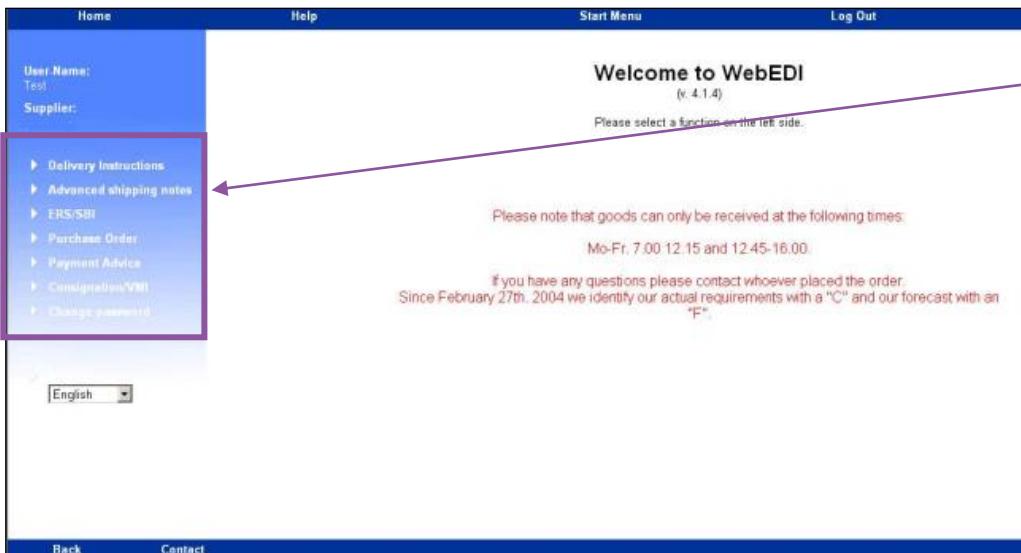
2 Program description

2.1 Log In

On the start page of the Web-EDI system, enter your user name and the password you have set up. You can get the user name and the start password from your contact person.

The screenshot shows the 'Log in WebEDI' page. At the top, there are 'Home' and 'Help' links. Below them is a message: 'Please enter your username and password Then please press the button Log in'. There are two input fields: 'Username:' and 'Password:', both with placeholder text. To the right of the password field is a 'Log in' button. At the bottom, there is a 'Select language:' dropdown menu set to 'English'.

2.2 Start Menu



As a registered user you find various menu items on the starting screen.

2.3 Delivery instructions

The delivery schedules are provided to the supplier on an internet platform. As soon as a delivery schedule have to be published on the internet platform, an e-mail is automatically sent to the supplier within 12 hours. To view the delivery call-offs, click on the "Delivery call-off" control panel with the mouse in the main menu highlighted in red (see above). The following window will then appear.

Delivery Instructions		User: Mike Drury
Select Delivery Instructions	All Delivery Instructions	Select part number
Sorted by part number		Call-Offs: New and in total
Part Number	Order No.	Select the data field
▶ TEST TA2 ▶ 99104500 ▶ 99105100	0011791 0014578 0011944	Download possibility in different formats
Sorted by Plants/Receiving Dock		Printout is possible via the "print" button
		Drucken
Select Delivery Instructions		select all
Download		

Delivery Instructions of part number

User: Mike Drury

TEST TA2 SONDERKAUFTEIL

SortedbyPlants / Receiving Dock

Plant	Receiving Dock	Date	Selection
► DI A A	00	31.10.2003	<input type="checkbox"/>
► DI A A	00	31.10.2003	<input type="checkbox"/>
► DI A A	00	28.11.2003	<input type="checkbox"/>

After the selection of the part number the window shown beside opens

Select the plant

Single View Delivery Instruction

User: Test Enzmann

Contact Person

Name		Phone	
Department		Fax	
E-Mail			
Customers No.		Suppliers No.	
Tax registration number			

Delivery Data

Ship To Loc.		Ship To	1000
Receiving Dock	001	Add.Dest.	
Warehouse			
Packaging			

Additional Information part number

Part Number	17062001	Current Rel. No.	21	Date	01.04.2010
Part Description	MF-LEITERPLATTE HECK 5-FACH	Old Rel. No.	20	Date	24.03.2010
Prod. Commit.	115X51	Unit of Meas.	PCE	Order No.	5500021354
Free Text					

Differentiation Data

Delivery Notes No.	233990	Date of Del. Note	07.07.2009	Quant. last del. rec.	4.000
Cum.-Quant.	4000	Start Date-Cum.Quant.		Cum.Quant.-Zero Date	

Positions

Call Date	Call Quant.	Cumulative Quan.	Difference	Call Date	Call Quant.	Cumulative Quan.	Difference
F 10.09.2010	0	4.000	0				

After choice of receiving plant the delivery instructions are shown in detail.

2.4 Advanced shipping notes



Klick in the menu onto the button „Advanced shipping notes“.

2.4.1 Create a new shipment

The screenshot shows the 'Shipments' screen. At the top, it says 'Shipments' and 'User: testuser'. Below this is a 'New Shipment' button, which is highlighted with a red box. To the right, there are sections for 'Open Shipments' and 'Shipments fulfilled.'. The 'Open Shipments' section shows one entry: 'Behr-Hella Thermocontrol GmbH' with Bill of Lading No. 12345, Shipment date 21.05.2013 11:54:37 MESZ, and Type DI/PO. The 'Shipments fulfilled.' section shows multiple entries, each with a small icon, Bill of Lading No., Shipment date, and Type. A purple arrow points from the text 'To create and print a new shipment and in this context the complete delivery documents, click on "New shipment".' to the 'New Shipment' button.

To create and print a new shipment and in this context the complete delivery documents, click on "New shipment".

The screenshot shows the 'Downloads' section. It contains instructions for downloading files and a 'Downloads' table. The table has columns for 'File' and 'Date/Time of last Change'. One row shows 'Z30rzu' and '15.03.2001 / 18:54'. A purple arrow points from the text 'Installing barcode fonts (only necessary once)' to the 'Installation Barcode-Fonts' button, which is highlighted with a red box. Below the table, there is a context menu for a file named 'Z30rzu' with options like 'Öffnen', 'In neuem Fenster öffnen', 'Ziel speichern unter...', 'Ziel drucken', 'Ausschneiden', 'Kopieren', 'Verknüpfung kopieren', 'Einfügen', 'Zu Favoriten hinzufügen...', 'Eigenschaften', and 'TO PDF'.

Installing barcode fonts (only necessary once)

Right-click the "Install Barcode Fonts" button and select "Save Target As". Save the file in the directory:
C / Windows / Fonts

2.4.2 Edit the shipment

Working on Shipment for Destination Plant User: testuser

[1] Bill of Lading No.: 12346	[2] Kind of Transport: Normal Transport									
Packing Slip Shipment template:										
[3] Selection	[4] Packing Slip No.	[5] PS-Pos	[6] PS-Date	[7] Part No. Customer	[8] Delivery quantity	[9] Unit of Measure	[10] Contract/ Parts number	PO-Item	Receiving Position	Dock
<input type="button" value="x"/>	1234568	1	22.05.2013	<input type="button" value="select..."/>	1200	ST				
▶ Create further <input type="button" value="ASN (Advanced Shipping Notes)"/> <input type="button" value="Go"/>										
Shipment Data										
Packaging	Quantity	Shipment weight		Supplier Plant	Country Code	Zip code				
		Gross	Net							
[9] Estimated Arrival Date	[10] Estimated Arrival Time	InCoTerms								
23.05.2013		Free domicile								
Transport Mode	Type of Transport	No. of Transportation	Type of transport	Hazardous materials						
				no						
Transport partner no.	Carrier	Shipment Date	Shipment Time							
<input type="text"/>	<input type="text"/>	22.05.2013	08:23							

All fields highlighted in BLUE (or outlined in RED) have to be filled in. (mandatory fields)

[1] Bill of Lading No.
Internal (consecutive) shipment no. of the supplier.

[6] Part No. Customer

Click „select“ for selecting the BHTC part no.

select supplier User: testuser

Search:						
Part Number:	free input					
Search	Cancel					
Please choose:						
DEPO	Part Number	Plant	Receiving Dock	Date	Order No.	Item No.
<input type="radio"/>	1611003	BethHella Thermocontrol GmbH	001	14.03.2012	5500025659	
<input type="radio"/>	16117402	BethHella Thermocontrol GmbH	001	30.11.2011	5500025249	
<input type="radio"/>	16105050	BethHella Thermocontrol GmbH	001	07.03.2012	5500025254	
<input type="radio"/>	16105008	BethHella Thermocontrol GmbH	001	07.03.2012	5500025254	
<input type="radio"/>	16105057	BethHella Thermocontrol GmbH	001	14.03.2012	5500025499	

[2] Kind of Transport

Choose the type of transport

[7] Delivery quantity

Delivery quantity of the material

[3] Packing Slip No.

Numeric, unique delivery note number

[8] Unit of Measure

ST for pieces

[4] PS-Pos

Always position 1, since a delivery bill must be generated for each

[5] PS-Date

Current Date

[9] Estimated Arrival Date

Arrival date at BHTC

[10] InCoTerms

Choose the Incoterm

Choose the part no. And click on „selection“.

Working on Shipment for Destination Plant User: testuser

Bill of Lading No.: 12346 **Kind of Transport:** Normal Transport

Packing Slips Shipment templates:

Selection	Packing Slip No.	PS-Pos	PS-Date	Part No. Customer	Delivery quantity	Unit of Measure	Contract parts number	PO-Item Position	Receiving Dock
<input type="checkbox"/> <input type="button" value="Go"/>	1234568	1	22.05.2013	select...	1200	ST			

▶ Create further

Shipment Data

Packaging	Quantity	Shipment weight		Supplier Plant	Country Code	Zip code
		Gross	Net			

Estimated Arrival Date 23.05.2013 **Estimated Arrival Time** **InCoTerms** Free domicile

Transport Mode **Type of Transport** **No. of Transportation** **Type of transport** **Hazardous materials** no

Transport partner no. **Carrier** **Shipment Date** 22.05.2013 **Shipment Time** 08:23

Once all the mandatory fields have been filled in, the delivery bill must be selected for further processing by pressing the "go" button.

2.4.3 Select packaging material

Bill of Lading No. 12346																																																																																																			
Packing Slip No.	PS-Pos	PS-Date	Part No. Customer	Delivery quantity	Unit of Measure	Contract/ parts number	PO-Item Position	Receiving Dock																																																																																											
1234568	1	22.05.2013	76811603	1.200	2	5500025693	001																																																																																												
Shipment templates:																																																																																																			
<table border="1"> <tr> <td>Position/Fu.</td> <td>Pos.</td> <td>Data per Packing Slip</td> <td>[1] Pack Unit (Customer)</td> <td>[2] Qty per Pack Unit</td> <td>[3] Quant.</td> <td>[4] No. serial serial label from to</td> <td>PI</td> <td>PrI</td> <td>Hazardous materials</td> </tr> <tr> <td>Del. Pos.</td> <td></td> <td></td> <td>pallet</td> <td>800</td> <td>2</td> <td>Master</td> <td></td> <td></td> <td>no</td> </tr> <tr> <td></td> <td></td> <td></td> <td>box</td> <td>50</td> <td>24</td> <td>Small load c.</td> <td></td> <td></td> <td>no</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>12</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>70</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>12</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>12</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Go</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>Go</td> </tr> </table>										Position/Fu.	Pos.	Data per Packing Slip	[1] Pack Unit (Customer)	[2] Qty per Pack Unit	[3] Quant.	[4] No. serial serial label from to	PI	PrI	Hazardous materials	Del. Pos.			pallet	800	2	Master			no				box	50	24	Small load c.			no										12										70										12										12										Go										Go
Position/Fu.	Pos.	Data per Packing Slip	[1] Pack Unit (Customer)	[2] Qty per Pack Unit	[3] Quant.	[4] No. serial serial label from to	PI	PrI	Hazardous materials																																																																																										
Del. Pos.			pallet	800	2	Master			no																																																																																										
			box	50	24	Small load c.			no																																																																																										
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<input type="button" value="Create further"/> <input type="button" value="Create Position"/> [7]																																																																																																			
<table border="1"> <tr> <td>Warehouse</td> <td>Line Location</td> <td>Usage code</td> <td>Consignation</td> </tr> <tr> <td></td> <td>LHU1</td> <td>without details</td> <td></td> </tr> </table>										Warehouse	Line Location	Usage code	Consignation		LHU1	without details																																																																																			
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Batch number Date of manufacturing Change Code																																																																																																			
<table border="1"> <tr> <td>Part No. Supplier</td> <td>Delivery quantity 2</td> <td>Unit of Measure</td> <td>Country of origin</td> </tr> <tr> <td>[8]</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ship Date</td> <td>Dutable goods</td> <td></td> <td></td> </tr> <tr> <td>22.05.2013</td> <td>no Dutable good</td> <td></td> <td></td> </tr> </table>										Part No. Supplier	Delivery quantity 2	Unit of Measure	Country of origin	[8]				Ship Date	Dutable goods			22.05.2013	no Dutable good																																																																												
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22.05.2013	no Dutable good																																																																																																		
Free Text (to Part No.)																																																																																																			

The sum of Quantity per Pack Unit and Quantity must be the same as Delivery Quantity.

[1] Packaging Unit (customer)

The BHTC packing material number have to be entered here. The number can be entered manually or by clicking on the [...] button a selection window opens:



Position 10 = pallet
Position 20 = container

[3] Quant.

Position 10: Total quantity of pallets in this delivery

Position 20: Total quantity of boxes in this delivery

[7] Line Location

e.g. for Lippstadt LHU1 (see delivery schedule)

[4] LI

Labelprint

Position 10: pallet = Master

Position 20: Box = Small Load...

[8] Ship Date

Date of the shipping day

[2] Qty per Pack Unit

Position 10: Quantity per pallet

Position 20: Quantity per container

[5] Qty PU

Position 10

Quantity of containers packed on one pallet.

e.g. 12 EL containers per pallet

[6] Gross weight

Enter the gross weight per position

[9] assign additional packaging

Since packaging aids (e.g. lids or empty boxes) do not get a label, these are to be created under "Additional packaging aids". (For description see next page)

2.4.4 Enter additional packaging material

Since packaging aids (e.g. lids, empty boxes) do not receive a label, these have to be created under "Additional packaging aids". As soon as all packaging material data have been entered as described above, proceed as follows to create the packaging aids:

Pos.	Pack Unit (Customer)	Pack Unit (Supplier)	Qty per Pack Unit	Quant.	No. serial label from	No. serial label to	LI	PI	Prl	Hazardous materials	Qty PU	Gross weight	Net weight	[1] assign additional packaging
10	49005000	pallet	600	2			Master			no	12	70		[Go]
20	47711300	box	50	24			Small load c			no	0	12		[Go]

additional packaging for receiving plant Behr-Hella Thermocontrol GmbH Edit User: TEST

Bill of Lading No.: 142536

Packing Slips

Packing Slip No.	Pos.	PS-Date	Part No. Customer	Delivery quantity	Unit of Measure	Contract/ parts number	PO-Item Position	Receiving Dock
142536	10	16.07.2013	17091201	1.200	PCE	5500029469		001

↳ Positions/Further Data

Pos.	Pack Unit (Customer)	Pack Unit (Supplier)	Qty per Pack Unit	Quant.	No. serial label from	No. serial label to	LI	PI	Prl	Hazardous materials	Qty PU	Gross weight	Net weight
10	49005000		600	2	351270001	351270002	Master			no	12	70	

Zus. [2] Packmittel je Position

Del. Pos. [3]	Pack Unit (Customer)	Pack Unit (Supplier)	Quant. [4]
x ...	48001765	Deckel	1

▶ Create further [5] add additional packaging [Go]

Back

Contact

[4] Store

[5] Commit

[1] assign additional packaging

To assign the packing aids, click the [Go] button.

To create the orange pallet cover, for example, click the [Go] button in position 10 next to the pallet.

[2] Pack Unit (customer)

The BHTC packing material number is to be entered here. The number can be entered manually or by clicking on the [...] button a selection window opens:



[3] Quant.

Complete quantity of the additional packaging in the delivery.

Example: Quantity = 1 for one pallet cover per pallet (will sum with the pallet quantity automatically)

If the pallet will fill up with empty boxes, these empty boxes must also enter in the additional packaging field.

Example: Quantity = 3 for 3 empty boxes on the pallet. (Pay attention: Enter empty boxes only on pallet quantity 1, because the boxes will sum with the pallet quantity.)

[4] Store

After entering the additional packing materials, the delivery can be saved.

[5] Commit

After all the information have to be entered, complete the delivery.

2.4.5 Finalize the delivery

After filling in all the required information in the shipment, you need to complete the delivery. To do this, click on the button **Commit** at the bottom of the screen.

After clicking the Complete button, the single labels are first assigned to the master containers.

Mapping single labels to master/mixed labels

User: testuser

Pack Unit (Customer)	LI	Packing Slip No.	Pos.
49005000	M1	1234568	1
49005000	M2	1234568	1

[1]

M1
M2
M2
M2
M2

[2]

351200009
351200010
351200011
351200012
351200013
351200014
351200015
351200016
351200017
351200018

[3] **Store** **Cancel**

[1]

M1 = Master 1 = pallet 1

M2 = Master 2 = pallet 2

[2]

Assignment of the Single-
Units to the Master-Unit
(automatically).

[3]

Store the Assignment.

2.4.6 Send the ASN

Recorded Shipment-/Transport- and Delivery-Data for Destination Plant Behr-Hella Thermocontrol GmbH User: testuser

Bill of Lading No.: 12346 Save as template

Packaging	Quantity	Shipment weight	Supplier Plant	Country Code	Zip code								
		Gross	Net										
Estimated Arrival Date	Estimated Arrival Time	InCoTerms											
23.05.2013		Free delivery											
Transport Mode	Type of Transport	No. of Transportation	Type of transport Hazardous materials										
Transport partner no.	Carrier	Shipment Date	Shipment Time										
		22.05.2013	08:23										
Packing Slips													
Packing Slip No.	Pos.	PS-Date	Part No. Customer	Delivery quantity	Unit of Measure								
1234568	1	22.05.2013	168116903	1.200	PCE								
				5600025059									
					001								
Positions-Further Data													
Pos.	Pack Unit (Customized)	Pack Unit (Supplier)	Qty per Pack Unit	Quant.	No. serial label from	No. serial label to	LI	Pt Ptl	Hazardous materials	Oty PU	Gross weight	Net weight	header additional packaging
10	44000000	pallet	800	2	3512000001	3512000002	Mater	ne	12	70			View additional packaging
20	47711300	btx	50	24	3512000003	3512000025	Small bag cont	ne	0	12			
Warehouse													
Warehouse	Line Location	Usage code	Consignation										
LHU1													
Batch number													
Date of manufacturing	Change Code												
Part No. Supplier													
Delivery quantity 2	Unit of Measure	Country of origin											
Ship Date	Dutiable goods	[3]	[1]	[2]	GTL Print A4								
22.05.2013					GTL Print A5								
Back	Contact	Transmit	EDI-deliv. note	Packing Slips	Forward. instruct.								

In this view, all the entered data can be checked again and, if necessary, changed by clicking the "Back" button.

[1] Print

EDI-Delivery note, Packing Slips and the Forwarder Instruction

[2] GTL-Label-Printing

GTL-Print A4 = Print on A4 Paper
GTL-Print A5 = Print on A5 Paper

[3] Transmit

Send the EDI-Message with delivery- and packing informations

GTL-Master-Label



GTL-Single-Label

VON AN		GEWICHT 10 KG VERSANDDATUM 2012-02-15	
MADE IN DEUTSCHLAND	ANLIEFERWERK / ABLADESTELLE	1000	PACKMITTELtyp 47720000
LIEFERANTENNR. 0000011	ANLIEFERSTELLE / VERbrauchsstelle	001	1234567 Menge 10 PCE
LIEFERSCHEN NR. 1234567	SACHNUMMER KUNDE	CAP X7R RA RA 10nF -20 20%	71337427
LICENCE PLATE(S) 1J 000001182 316030002			

2.5 Documents

The following documents can be printed.

COM			Seite 1 von 1	
(1) Konsignatoren-Empfänger	(2) Empfänger- und Lieferungsinformationen		Liefertermintoleranz	
(3) Betr. BHTC Thermocontrol GmbH Hansastrasse 48 59557 Lippestadt Deutschland		(4) Versandtermininfo des Empfängers		03/04 10246 09.05.03
Kunden-ID: kein Lieferkenn				
(5) Ihre Ziel-Zeichen zur Referenz		(6) Bezeichnung für verschiedene Referenznummern		(7) Datum der Referenz
SU		SU		09.05.2020
(8) Zusatztext des Senders		(9) Vermerk des Empfängers		(10) Zusatztext des Empfängers
SU		SU		0901PAL 0005300
(11) Versandanschrift / 8.507 833 6-10 ... 0911791 TEST TA2				
Versandbelegung (Standard)				
<small>Wichtig! Bitte den Belegungsteil ausdrucken, falls die Anzahl der Versendungen größer als 1 ist. Dies ist erforderlich, um die Versendung zu kennzeichnen. Der Belegungsteil muss mit dem Dokument verschickt werden. Der Belegungsteil enthält alle relevanten Daten und Details der Belegung, einschließlich einer Zeile mit dem Belegungszeitraum.</small>				

Delivery Note (mandatory)

DFÜ - WARENBEGLEITSCHEIN			Datum 09.05.2020 12:00:00				
SENDUNGSNUMMER: 09050301		Empfänger-Nr. 00001501		Bestell-Nr. 00			
Liefertermin-Werk	Lieferanten-Nr.	Empfänger-Werk	Empfänger-Nr.	Ablieferzeit 00			
COM		COM		Vielbeschäftigt 02			
COM		TEST		Höchstbelastet 02			
TEST				Höchstbelastet 02			
59108 Paderborn				Bund. Gütezeichen			
Deutschland							
LS-Nr. Sachnummer Lieferant Mengo NE WG Bezeichnung der Lieferung Bestell-Nr.							
LS-Datum	Sachnummer Lieferant	Mengen	NE	WG	Bezeichnung der Lieferung	Bestell-Nr.	
LS-Pos.	Packmittel-Nr.	Pakettyp-Nr.	Kunde	Zusätzliche Lieferart	Füllmenge	Packmittel-Nr. Lieferant	Konsign.
12345	TEST TA2	80	ST	S			0011791
09.05.08							
1	12	437111000		5	BL		
	1	477200000		0	EUP		
	1	48001795		0	LA2		
Charge: Gefahrgut: Text:					***** ENDE *****		
WE: Mengeprüfung: Güteprüfung:							

EDI delivery note

(1) Versender/Lieferant	(2) Lieferanten-Nr. 09050301	(3) Spezialempfänger-Nr.				
COM		4) Nr. Versender beim Versand-Spediteur:				
TEST						
33108 Paderborn						
Deutschland						
(5) Bruttogewicht						
(6) Sendungsnummer 09050301						
(11) Empfänger BHTC Thermocontrol GmbH Hansastrasse 48 59557 Lippestadt Deutschland	(12) Kunden-Nr.	(4) Versender beim Versand-Spediteur:				
(14) Anlieferer/Abholstelle						
(15) Versender-Nr. für den Versand-Spediteur						
(16) Entnahmedatum	(17) Entnahmedatum					
(18) Det-Nr. / LS-Nr. & Pos.	(19) Anzahl	(20) Pakettyp-Nr.	(21) G	(22) Inhalt	(23) Liefertermin gewünscht kg	(24) Bruttogewicht kg
0911791/12345	1	0001PAL				
25) Summe	26) Raumhinhalt/Lademasse	Summen	27)	28)		
29) Gefahrgut-Klassifikation	30) Gefahrgut-Bezeichnung wahr vorhanden, sehr zustell. Vorstock					
31) Frachtart 03	32) Warenwert für S/L/S	33) Transportversicherung vom Spediteur	34) Versandat-Maßnahmen zu decken			
35) Anlagen		(6) Auftrags-Nr. Kunde S.O.	(7) Kontierung			
		(8) Transportmethode	(9) LKW-Code			
		(10) Verbrauch	(11) Abreisezeit-Schl			
		(12) Einzelangabe der Warenbeschreibung	(13) Erfüllungsvorbehalt und/oder Ausgabebescheinigung Zustand erhalten			
(40) Unternehmensbestätigung des Fahrers: obige Sendung ist korrekt und in ordnungsgemäßen Zustand erhalten.						
Datum	Unterschr.	Unterschr.	Firmenstempel/Lieferant-Nr.			
(41) Ich gebe die Abreisebestätigung (Spediteurbestätigung) (A/B): Gemäßstand ist der Firmenstempel des Versandspedektors	(42) Die Sendung entfällt	(43) Sieben getestet	(44) Abreisebestätigung			
	Euro-Frach-Pal (FP)	Euro-Güte-Pal (GP)	Euro-Frach-Pal (FP)			
(45) Lieferanten	(46) Sendungs-Nr.		(47) Bedien-Nr.			
(48) Spediteur-Nr.						

Forwarder instructions

3 Special processes

3.1 Consignment



Selection - Type of message

Selection of consignment type:

- ▶ Inventory reports
- ▶ Gross requirements
- ▶ Goods movement

Brief description of the menu items

Stock reports:

Display of consi stock at BHTC (daily stock report).

Gross requirements:

Currently not relevant

Goods movements:

Display of goods receipt and withdrawal messages

3.1.1 Inventory reports

In the menu item "Stock messages" the daily current consignment stock is displayed.

Inventory reports

User: Test

Inventory reports selection			User: Test									
Inventory reports selection			All inventory reports									
Type of inventory reports			<input checked="" type="radio"/> VMI and Standard Konsi <input type="radio"/> Only Standard Konsi <input type="radio"/> Only VMI									
Sorted by plants <table border="1"> <thead> <tr> <th>Plant</th> <th>Last import</th> <th>New/total</th> <th>Selection</th> </tr> </thead> <tbody> <tr> <td>▶ 1000</td> <td>08.07.2010</td> <td>2.365 / 2.370</td> <td><input type="checkbox"/></td> </tr> </tbody> </table>					Plant	Last import	New/total	Selection	▶ 1000	08.07.2010	2.365 / 2.370	<input type="checkbox"/>
Plant	Last import	New/total	Selection									
▶ 1000	08.07.2010	2.365 / 2.370	<input type="checkbox"/>									
Inventory reports selection			All inventory reports									
			<input type="checkbox"/> Select all									

For detailed information, choose the plant

Selection - Inventory reports

User: Test

Inventory reports :		User: Test	
Plant:	1000		
Search for: inventory = 0: <input type="checkbox"/> Part number: <input type="text"/> Date from: 04.07.2010 Date till: 04.07.2010 <input type="button"/> Search <input type="button"/> Reset <input type="button"/> Cancel			

Selection options:

1. complete via date delimitation (= display of all part numbers)

2. containment via the BHTC item number and date containment.

Selection - Inventory reports

User: Test

Inventory reports :		User: Test	
Plant:	1000		
Search for: inventory = 0: <input type="checkbox"/> Part number: 17551203 Date from: 01.07.2010 Date till: 05.07.2010 <input type="button"/> Search <input type="button"/> Reset <input type="button"/> Cancel			

Inventory reports of the plant											User: Test
Inventory reports: VMI and Standard Konsi / All inventory reports											
Plant: 1000											
Sorted by date											
VMI	Part number	Warehouse	Date	Sum	R Min	R Max	R is	UM	Blocked	Selection	
<input type="checkbox"/>	17062602		04.07.2010	3.510			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	17551203		04.07.2010	76.236			ST	<input type="checkbox"/>	<input type="checkbox"/>		► Detail
<input type="checkbox"/>	17601413		04.07.2010	8.000			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	17675700		04.07.2010	3.800			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	17733802		04.07.2010	1.680			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	17735302		04.07.2010	880			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	74081805		04.07.2010	0			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	74097504		04.07.2010	0			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
<input type="checkbox"/>	74106606		04.07.2010	800			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail
74106607			04.07.2010	200			ST	<input type="checkbox"/>	<input type="checkbox"/>	new	► Detail

Example of selection option 1 = Completely via date restriction (= display of all part numbers)

Inventory reports of the plant											User: Test
Inventory reports: VMI and Standard Konsi / All inventory reports											
Plant: 1000											
Sorted by date											
VMI	Part number	Warehouse	Date	Sum	R Min	R Max	R is	UM	Blocked	Selection	
<input type="checkbox"/>	17551203		05.07.2010	72.396			ST	<input type="checkbox"/>	<input type="checkbox"/>		► Detail
<input type="checkbox"/>	17551203		04.07.2010	76.236			ST	<input type="checkbox"/>	<input type="checkbox"/>		► Detail
<input type="checkbox"/>	17551203		03.07.2010	76.236			ST	<input type="checkbox"/>	<input type="checkbox"/>		► Detail
<input type="checkbox"/>	17551203		02.07.2010	78.636			ST	<input type="checkbox"/>	<input type="checkbox"/>		► Detail
<input type="checkbox"/>	17551203		01.07.2010	65.760			ST	<input type="checkbox"/>	<input type="checkbox"/>		► Detail

Example of selection option 2 = limitation via the part number and date limitation

To print the current inventory reports, click the button

[Übersicht](#)

[Drucken](#)

3.1.2 Goods movements

In the menu item "Goods movements" all goods receipts and material withdrawals are displayed.

Goods movements

User: Test

Goods movements selection: All goods movements

Sorted by plants		New/total	Selection
Plant	1000	363 / 390	<input type="checkbox"/>

Goods movements selection: All goods movements

Select all

For detailed information, choose the plant.

Selection - Goods movements

User: Test

Goods movements : All goods movements
Plant: 1000

Search for:

Type of movement:	Receipt booking	Removal
All	without ...	
Part number:	<input type="text"/>	
Date from:	01.07.2010	
Date till:	01.07.2010	
Delivery note no.:	<input type="text"/>	

Search Reset Cancel

Selection options:

1. e.g. display all goods receipt postings

2. e.g. display of all withdrawals

Selection - Goods movements

User: Test

Goods movements : All goods movements
Plant: 1000

Search for:

Type of movement:	Receipt booking	Removal
without ...	All	
Part number:	<input type="text"/>	
Date from:	17.10.2011	
Date till:	17.10.2011	
Delivery note no.:	<input type="text"/>	

Search Reset Cancel

Limitation is possible here in each case by part number and / or date

Goods movements - detailed view										User: Test
Supplier		Customer		Goods movement						
				Plant:		1000				
Deutschland		Deutschland								
Supplier no.: 000001										
Part number	BWA	S	Material slip no.	Delivery note no.	No. of package	Pos.	Warehouse	Booking date	Quantity	UM
17551203	101		0180611938	250711			LHU1	17.10.2011	20.000	PCE
17735303	101		0180611934	250701			LHU1	17.10.2011	2.000	PCE
17855001	101		0180612051	250707			LHU1	17.10.2011	28.236	PCE
74142502	101		0180611939	250704			LHU1	17.10.2011	3.000	PCE
74442705	101		0180611932	250607			LHU1	17.10.2011	1.707	PCE

Sample report 1 = Report of all incoming goods

Part number = part number

BWA = movement type (101 = incoming goods / 102, 122 = cancellation of incoming goods)

Material slip no. = SAP material slip

Delivery note no. = delivery note of the supplier

No. of package = actually not in use

Warehouse = SAP Warehouse no.

Booking date = SAP date of booking

Quantity = quantity of booking

UM = unit of quantity

Goods movements - detailed view										User: Test
Supplier		Customer		Goods movement						
				Plant:		1000				
Deutschland		Deutschland								
Supplier no.: 000001										
Part number	BWA	S	Material slip no.	Delivery note no.	No. of package	Pos.	Warehouse	Booking date	Quantity	UM
17062001	411		0066501266	249049				17.10.2011	1.165	ST
17062602	411		0066501266	249272				17.10.2011	670	ST
17758802	411		0066501266	250351				17.10.2011	1.600	ST
17855001	411		0066501266	249514				17.10.2011	3.520	ST
74442705	411		0066501266	249873				17.10.2011	999	ST

- Part number = part number

- BWA = movement type (411 = stock requisition / 412 = actually not in use)

- Material slip no. = daily accumulative delivery note

- Delivery note no. = delivery note of the supplier

- No. of package = actually not in use

- Warehouse = SAP Warehouse no.

- Booking date = SAP date of booking

- Quantity = quantity of booking

- UM = unit of quantity

3.2 Self-billing invoice

In the menu item "Credit note display", credit note logs of the respective material invoices are displayed. - Please note: The information presented here is not an invoice in the sense of §14UStG.



Click on the "ERS/SBI" button in the main menu.

This screenshot shows the 'ERS/SBI' selection screen. It has a dropdown for 'Select ERS/SBI' set to 'All ERSs/SBIs'. Under 'Type of credit note', there are three radio buttons: 'All ERSs/SBIs' (selected), 'Only consignment stock credit notes', and 'Only ERS credit notes'. A table titled 'Sorted by Plants' lists one plant, '1000'. To the right of the table are 'New/total' (0 / 6) and a 'Selection' checkbox. Below this is another 'Select ERS/SBI' dropdown set to 'All ERSs/SBIs' and a 'Select all' button.

Selection options:

1. all credit memo types
2. consignment credit notes only
3. only ERS credit memos (= normal delivery)

For detailed view select the plant

This screenshot shows a table titled 'ERSs/SBIs of plant' for plant '1000'. The columns are 'ERS/SBI Number', 'Date', 'Sum', and 'Selection'. Each row has a checkbox in the 'Selection' column and links for 'Summary' and 'Detail' in the last two columns. The data in the table is as follows:

ERS/SBI Number	Date	Sum	Selection	Summary	Detail
5105791259	07.04.2010	3.176 EUR	<input type="checkbox"/>	Summary	Detail
5105790831	01.04.2010	30.335 EUR	<input type="checkbox"/>	Summary	Detail
5105788599	22.03.2010	3.826 EUR	<input type="checkbox"/>	Summary	Detail
5105787194	15.03.2010	28.331 EUR	<input type="checkbox"/>	Summary	Detail
5105786754	08.03.2010	8.257 EUR	<input type="checkbox"/>	Summary	Detail
5105783890	01.03.2010	15.278 EUR	<input type="checkbox"/>	Summary	Detail

For detailed view "Detail view" can be selected or alternatively printed via "print".

Report of the credit notes

3.3 Single Order

Welcome to WebEDI
(v.7.0.2) PRODUCTIVE SYSTEM

Please select a function on the left side

Please note the information on GTL-marking and transmission of an ASN

BHTC uses the Global Transport Label (GTL) affixed by the vendor for the automatic registration of goods received as well as the identification and traceability of goods. Affixing a GTL to every shipment is mandatory.

In addition to the GTL and in order to ensure the automatic registration and traceability of goods received, a delivery EDI document (ASN) is another must.

(Further Details can be read in the BHTC525:
https://public.bhtc.com/econ/BHTC525_EN.PDF)

The WEB-EDI documentation can be downloaded with the following link:
https://www.bhtc.com/WEB-EDI_Beschreibung_deutsch_Juni_2013.pdf

Non-serial orders" can be viewed under the menu item "Individual order".

Purchase Orders

User:

Purchase Orders Selection: Only read POs

Sorted by PO Date					Sorted by PO Number		
PO Number	new	changed	Order Date	Selection			
47000	n	n	15.02.2021	<input type="checkbox"/>		Detail	
47000	n	n	04.12.2020	<input type="checkbox"/>		Detail	

Purchase Orders Selection: Only read POs Select all

Select order via "Detailed view".

Purchase Order

neue Bestellung

User:

Details about the supplier

+ Supplier No. 000001 Contact person

Purchase Order: Header data

Ref.No.	PO Number	Date
	47000	15.02.2021
Booking	Type of Order	Creation Date of the Message
1172	ZBZB	18.02.2021

Terms of payment: Zahlung in 45 Tagen: 3.000 %
Zahlung in 75 Tagen: %
Terms of delivery: DAP Uppstadt
Currency: EUR

Details about the Recipient

+ Recipient Number Contact person

PO Item position

PO-Line No.	Part-No.	Unit of Measure	PU/M	Price	Unit Price
00010	905	MTR		0,71	1

PO-Line Code: PO-Line Type: Normal
Item added: Type of accounting: Contact date
PO confirmation required: Position test:
Nettowert: Suppliers part number: Part description Supplier
Delivery Date: Quantity
25.02.2021 50
ordered quantity: 50

Details about the customer

+ Customer No. BHTC Contact person

Details about the invoice

+ Invoice number Contact person

Sum

Quotier	Sum total	Currency
Net Document Value		EUR

The individual order can be printed out or saved as a pdf using the "Print" button.

3.4 Payment advices

User-Name:
Supplier:
Client:
Behr-Hella Thermocontrol GmbH

► Advanced shipping notes
► Purchase Order
► Payment Advice
► Change password

Please note the information on GTL-marking and transmission of an ASN

Welcome to WebEDI
(v.7.0.2) PRODUCTIVE SYSTEM
Please select a function on the left side.

BHTC uses the Global Transport Label (GTL) affixed by the vendor for the automatic registration of goods received as well as the identification and traceability of goods. Affixing a GTL to every shipment is mandatory.

In addition to the GTL and in order to ensure the automatic registration and traceability of goods received, a delivery EDI document (ASN) is another must.

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The WEB-EDI documentation can be downloaded with the following link:
https://www.bhtc.com/WEB-EDI_Beschreibung_deutsch_Juni_2013.pdf

Back Contact Print

Payment advices received can be viewed under the menu item "Payment advice".

4 General

4.1 Manual and help

Recorded Shipment-/Transport- and Delivery-Data for Destination Plant A

User: Mike Drury

Bill of Lading No.: 123456 Save as template

Packaging	Quantity	Shipment weight		Supplier Plant	Country Code	Zip code
		Gross	Net			

Estimated Arrival Date	Estimated Arrival Time	InCoTerms				
Free domicile						
Transport Mode	Type of Transport	No. of Transportation	Type of transport	Hazardous materials		
no						
Transport partner no.	Carrier	Shipment Date	Shipment Time			
26.10.2005			03:10			

Packing Slips

Packing Slip No.	Pos.	PS-Date	Part No. Customer	Delivery quantity	Unit of Measure	Contract/ parts number	PO-Item Position	Receiving Dock
123456788	1	26.10.2005	TEST TA2	120	PCE	0011791		00

 **Positions/Further Data**

If any problems occur or if you need any more information please click the button "help". The menu will lead you to "contact person" or "handbook".

Passwort ändern - Microsoft Internet Explor...

Altes Passwort:	<input type="text"/>
Neues Passwort:	<input type="text"/>
Passwort wiederholen:	<input type="text"/>
<input type="button" value="OK"/> <input type="button" value="Abbrechen"/>	

Under the start menu item "Change password" you have the possibility to change your password.

4.2 Support

To answer general questions and troubleshoot Web EDI, the Web EDI team is available:

User Support

Tel.: (02941) 38-1600

E-Mail: webedi@hella.com

5 Change history

Ausgabe	Art der Änderung	Kapitel	Ersteller
November 2005	New edition		
Juli 2010	Consignment added	3.1	
Mai 2013	Delivery and transport data updated	2.3	
16.07.2013	Modified the information for the quantity of additional packaging	2.4.4	
February 2021	Single-Order added	3.3	Ch. Fischer
	Payment advices added	3.4	