SAP Business Network Training

Consignment process
Logistics / Supply Chain Management | 16.02.2024

WE SHAPE
FUTURE
MOBILITY

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Consignment process
In this Chapter You Will Learn About …

… what is a consignment release / call-off

… how to check the schedule release with item category consignment

… how to view the goods receipt / withdrawal

… how to generate consignment stock report

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Consignment Release

1. Go to Workbench, click on subtab Orders.

2. Click **Orders and Releases**

3. Identify the right document using **search filters** and open Document by clicking the **Order Number.**

Check Scheduling Agreement Release

In the document you can check following data:

1. The category of the Items is **Consignment**.

2. The next order to ship is shown in the Schedule Lines list.

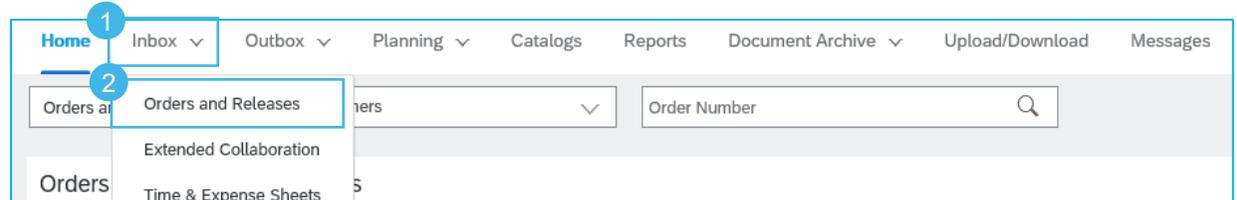3. Click **Create Ship Notice**, in the top of the page to create an ASN.

Note: For more details on how to create an ASN, how to pack items and print labels, refer to the training documentations:

• **Advanced Shipping Notification – Individual** and

• **Advanced Shipping Notification – Multiple**

Goods Receipt

There are 2 possible ways to access the Goods Receipt overview:

1. Select **Inbox** tab.

2. Click **Orders and Releases**

3. Identify the right document using **search filters** and open Document by clicking the **Order Number**.

4. In the field **Related Documents**, you will also see the Receipt number.
   By clicking the field, you can open the document.

Goods Receipt overview
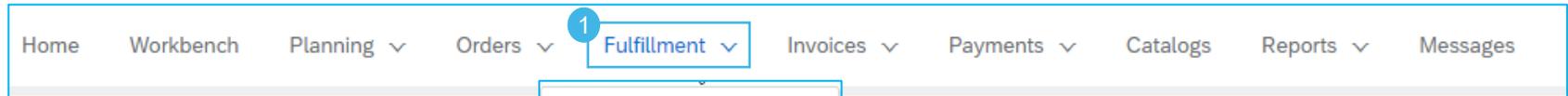
The second way to see the Goods Receipt document overview is:

1. Select **Fulfillment** tab.

2. Click **Goods Receipt**

3. All existing Goods Receipt Documents will be displayed.

4. Select the Goods Receipt you want and open it by clicking the Receipt Number.
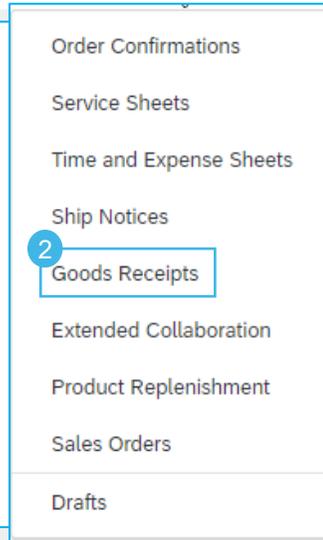
Home	Workbench	Planning ⌄	Orders ⌄	**①** **Fulfillment ⌄**	Invoices ⌄	Payments ⌄	Catalogs	Reports ⌄	Messages

Order Confirmations

Service Sheets

Time and Expense Sheets

Ship Notices

② Goods Receipts

Extended Collaboration

Product Replenishment

Sales Orders

Drafts

③ Goods Receipts

▶ Search Filters

Goods Receipts (8)

Receipt Number	Reference	Customer	Date	Routing Status
5000000300	550000059000010FOR	MAHLE	10 Nov 2021 10:32:39 AM	Sent
5000000296	550000034800010FOR	MAHLE	9 Nov 2021 5:01:24 PM	Sent
④ 5000000249	550000034900010FOR	MAHLE	5 Nov 2021 2:48:42 PM	Sent
5000000246	550000118400010FOR	MAHLE	4 Nov 2021 3:54:14 PM	Sent
5000000238	550000059000010FOR	MAHLE	3 Nov 2021 4:35:49 PM	Sent

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Goods Receipt overview

The Goods Receipt document shows that the material was receipt by MAHLE incl. the date, quantity, packing Slip ID and other additional information.

Consignment Movements – Withdrawal overview

In order to see the Consignments Movements, following steps have to be executed:

1. Select **Fulfillment** tab.

2. Click **Extended collaboration.**

3. Select **Consignment Movements** tab.

4. All Consignment Movements are displayed.

Generation of consignment stock report

With a dedicated consignment report, the stock situation of consignment materials can be displayed in a good over.

To generate a consignment report following steps should be followed:

1. Click **More** Icon.

2. Click **Upload/Download.**

3. All existing jobs are displayed.

Generation of consignment stock report

1. Click **Create** in Job tab.

2. Enter a **Name** for the job.

3. Choose **Type Consignment.**

4. Enter Customer **MAHLE**.

5. If you want to see the stock for all consignment materials, press **Save**. If you want to generate the report for a specific material, enter the material number in the field: **Buyer part number**.

6. Press **Save.**

View of consignment stock report

The generation of Consignment stock report is triggered by:

- New job creation

- The stock data will be updated periodically (daily/weekly etc.) from the MAHLE ERP system to the SAP Business Network in order to provide the current status

- Pressing the run button from jobs tab.

1. The run of the can take several seconds, depending on the size of the report.

2. In the **Downloads** tab, all reports can be seen

3. By pressing the **Download Icon,** an Excel file with the report will be downloaded.

4. If the status of the Job is In progress and the Download icon is missing, **Refresh Status** Button will refresh the table.
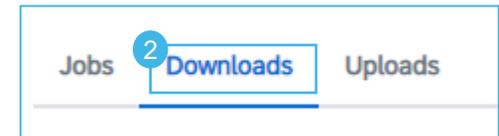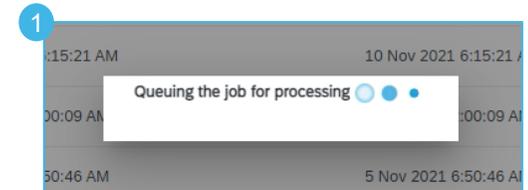
Downloads						
Job Name	Type	Last Run↓	Last Run By	Status	File	
Consignment Test	Consignment	11 Nov 2021 2:54:09 AM	Alexander Hamm	Completed	⬇	
Consignment_MB654002	Consignment	10 Nov 2021 6:15:38 AM	Alexander Hamm	Completed	⬇	
Consignment_K4M_2	Consignment	9 Nov 2021 2:00:15 AM	Alexander Hamm	Completed	⬇	
Consignment_K4M_1	Consignment	5 Nov 2021 6:50:50 AM	Alexander Hamm	Completed	⬇	

Refresh Status

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Consignment stock report

In the Consignment stock report you can see all the movements that have been processed for a chosen material.

In column supplier reference number the package document number will be shown if added in ASN.

On the **orange line** the **Total Stock on Hand** and the **Consignment stock on Hand** can be seen for the specific material.