Electronic Commerce Tips

Create Single ASN for Multiple Ship Notices on Web Forms

Would you like to create one Ship Notice from several Harley-Davidson (H-D) requirements and at the same time reduce your Web Forms' monthly volume which in turn may reduce your monthly cost?

To create one Ship Notice using multiple H-D requirements, all requirements must:

- Be of the **same Form Type** (i.e. Planning Schedule, Ship Schedule or Purchase Order);

- Contain the **same Schedule Issuer** and **Ship To Location**; and

- Have the **same ship date**.

After identifying all H-D requirements that meet the above criterion, go to the **Inbox**.

On the left side of the Inbox is a check box that is associated with a specific Form Name. **Click on all boxes** that are associated with the H-D requirements that are to be used to create a Ship Notice. Boxes that have been clicked contain a check mark. An illustration of this action follows.

inbox						
● Delete Forms	● Archive Forms	● Check All	● Clear All	● Turn Forms	● Refresh	
Form Name	**Company**	**Form Type**	**Date Received**			**Status**
↻ ☑ P-0000177060	HarleyDavidson	Purchase Order	8/31/2004 9:51:45 AM			Unread
↻ ☑ 40726091	HarleyDavidson	Ship Schedule	7/26/2004 11:20:58 AM			Read
↻ ☐ 40726090	HarleyDavidson	Ship Schedule	7/26/2004 11:20:55 AM			Read

When all requirements that are to be used in the Ship Notice are marked, click on the **Turn Forms button** which is the second button from the right underneath the Inbox title.

If all H-D requirements meet the aforementioned criterion, a Ship Notice displays containing all line items from the H-D requirements. Complete the **Ship Notice**.

If all H-D requirements do not meet the aforementioned criterion, an error message displays indicating why the turnaround Ship Notice did not work.

For additional information on this tip, please reference page 82 of the Web Forms User Guide, which is posted on the Electronic Commerce web page, www.h-dsn.com. The *Web Forms User Guide* is a great resource for learning how to use and maintain Web Forms.

For additional information on this tip or any H-D EDI/Bar Coding business requirement, you may contact the Harley-Davidson EDI Department at HD-EDIAdmin@harley-davidson.com.

This is the first publication of H-D's *Electronic Commerce Tips*. Additional electronic commerce tips will be emailed in the future and will also be posted on the Electronic Commerce web page.