

862-SD Contingency Plan Supplier Direct Supplier Downloads Picklists from H-DSN

November 2006

Requirements

- The individual responsible for performing this task must have logon access to H-DSN. A User Name and Password is required.
- This plan is **dependent** upon H-DSN being functional.
- This plan is to be implemented when one or more of the following locations has not received / processed the picklists.
 - H-D EDI Gateway
 - H-D VAN, Sterling Commerce
 - Order Management

Instructions to Download Open Picklist Report

- 1. Logon to H-DSN, <u>www.h-dsn.com</u>, and enter your User Name and Password.
- 2. Mouse over the Menu button to open the first level menu.
- 3. Mouse over the Select Supplier Performance to open the second level menu.
- 4. Click on the Supplier Performance title.



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6. The Supplier Direct Open Picklist report displays. Below is an example of the report, which when created by the supplier will not contain blank cells.



Additional Assistance

