

Cómo evitar errores al introducir la fecha prometida y la nueva fecha de envío confirmada

- 1. Inicie sesión en el **Portal de iSupplier de AFL**.
- 2. Haga clic en la pestaña Orders (Órdenes).
- 3. Seleccione el número de PO (orden de compra)

Home Orders Shipments Finance Product Admin Assessments					
Purchase Orders Agreements Purchase History Deliverables View Requests RFQ					
Purchase Orders					
Views					
View Durchase Ordere to Arknowledne					
View Parchase orders to Accrowinedge					
Select Order: Acknowledge Request Cancellation Request Changes View Change History					
Select PO Number Rev Operati	ing Unit Document Type	Description			
@ 68,191 0 AFL TEL	E MFG Standard PO	Supplier Training Video			
AD TO	C MEC Chandrad DO	Dramica data undatas			

4. Seleccione **Acknowledge (Confirmar)** en el menú desplegable de Actions (Acciones) en la parte inferior de la página y haga clic en Go (Ir).

Standard Purchase Order: 681176, 0 (Total USD 100.00)		
Currency=USD		Actions Acknowledge V Go Export
Order Information		
General Total 10000 Septem Septem Septem Address	Terms and Conditions Payment Terms Contro FOR FCA Tokyo, 3P Freight Terms Trepaid Stoppor Control	Summary Total 100.00 Received 0.00 Invicced 0.00 Payment Status Mod Paid
Boyer Order Date 1: 2-Oct-2023 18:01:40 Describer Standsed PO# Creation Through Invoicing/AFL Responsible for Status Requires Acknowledgment Note to Suppler Operang Unix AFL TELE PFG Sarching Document	Ship-To Address Advess AFL Telecommunications, LLC 110 Hidden Lake Circle Domona, 9C 29334 Bill-To Address	
Supplier Order Number Attachments None	Address AFL TELECOMMUNICATIONS LLC Email To: AFL-TeleAP@opiscan.com	
PO Details		
Show Al Details Litter Al Details Details Line Type Tem/Job Supplier Tem Description g Stars 1 Goods		UOM Qty Price Amount Status Attachments Reason Meter 100 1 100.00 Open Attachments Reason
Return to Orders: Purchase Orders		Actions Acknowledge V Go Export



- 5. Para evitar errores al introducir la fecha prometida y la nueva fecha de envío confirmada, debe hacer lo siguiente en las PO de una o varias líneas:
 - a. Haga clic en Show All (Mostrar todo)
 - b. Ingrese la Promised Date (Fecha prometida)
 - c. Ingrese la New Acknowledged Ship Date (Nueva fecha de envío confirmada)
 - d. Reason: ingrese un motivo, es decir, "el cambio"
 - e. Acción: seleccione "Change" (Cambiar), NO seleccione "Accept" (Aceptar); puesto que las fechas se actualizan, esto se considera un cambio en iSupplier.
 - NOTA: Para órdenes de compra de varias líneas, repita los pasos 2 a 5
 - f. Seleccione Submit (Enviar)

PO Details		
TIP Cick on the Show link to view shipment details of a line. To split a line into multiple delivery dates, click the split line icon of the desired row and then make changes		
Item atals line Type Item / lob Revision Supplier Item Description	Note to Contractor Supplier	
example in the state of the sta	Meter 100 1 100.00 Open	
hipments		
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a Mide 2 Goods / p	Meter 100 1 100.00 Open	2
hipments		
Ship To Description Operating Proceedings of the control of the c	Order Discout End Bate Status Attachment-Spit/Gasson Action April Tracking Status Attachment-Spit/Gasson Action April 10 area at a spit and a s	al
Additional Change Requests		
If you need to submit more changes in addition to those that have been submitted above, you can specify them here dddtonal Changes		
dum to View Order Details	Cancel Printable View View Change History Export Subm	