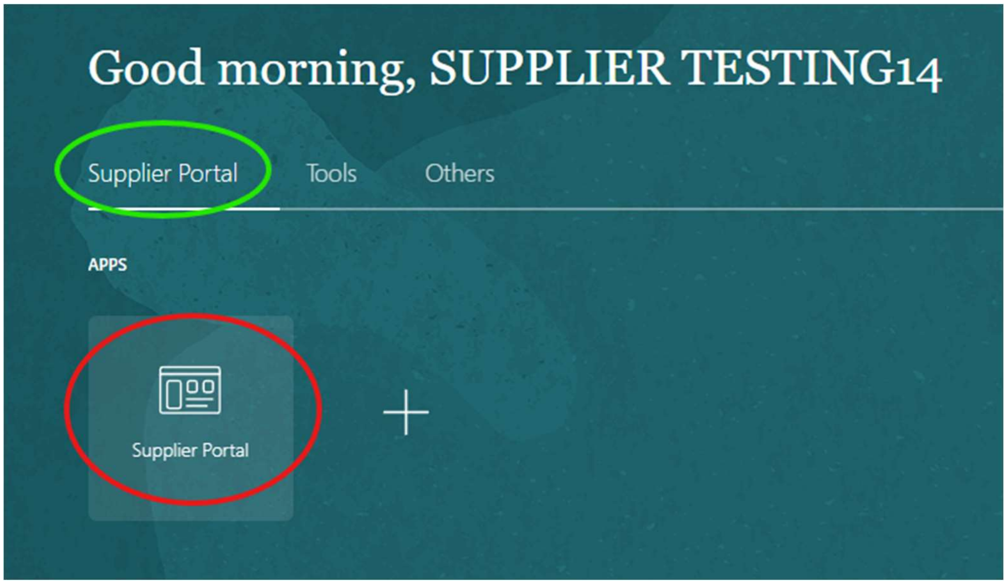
Textron Systems Supplier Portal How-To Guide

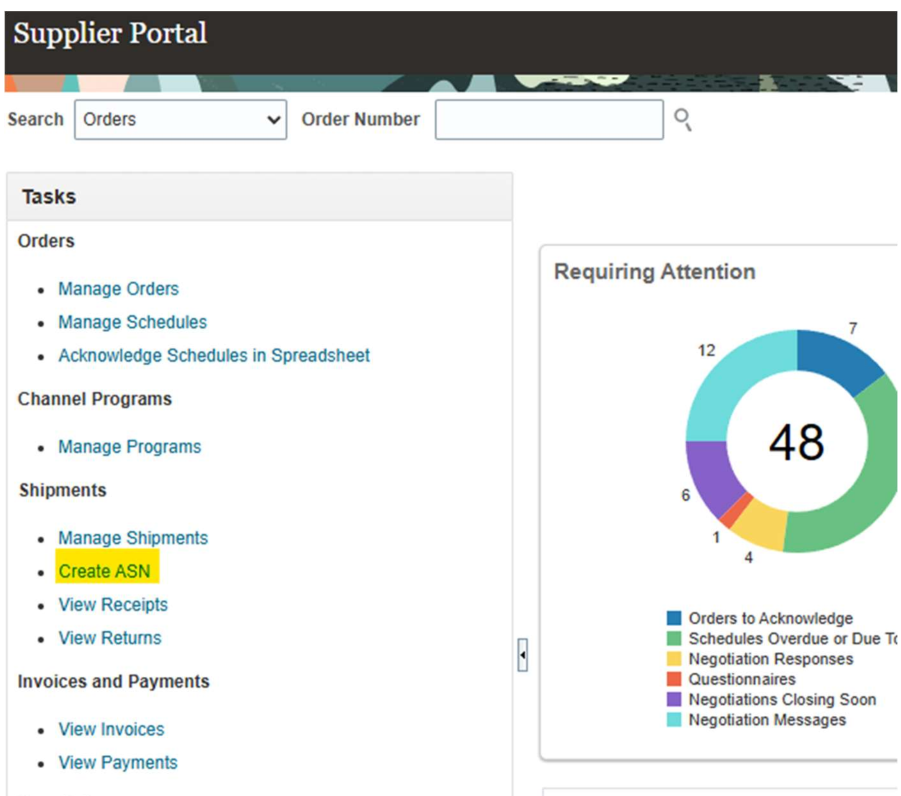
Topic: Creating the Advanced Shipping Notices (ASNs)

Link to Portal: https://fusion-iaaymg.fa.ocs.oraclegovcloud.com/fscmUI/faces/FuseOverview

1. Go to the “Supplier Portal” App under the “Supplier Portal” tab.

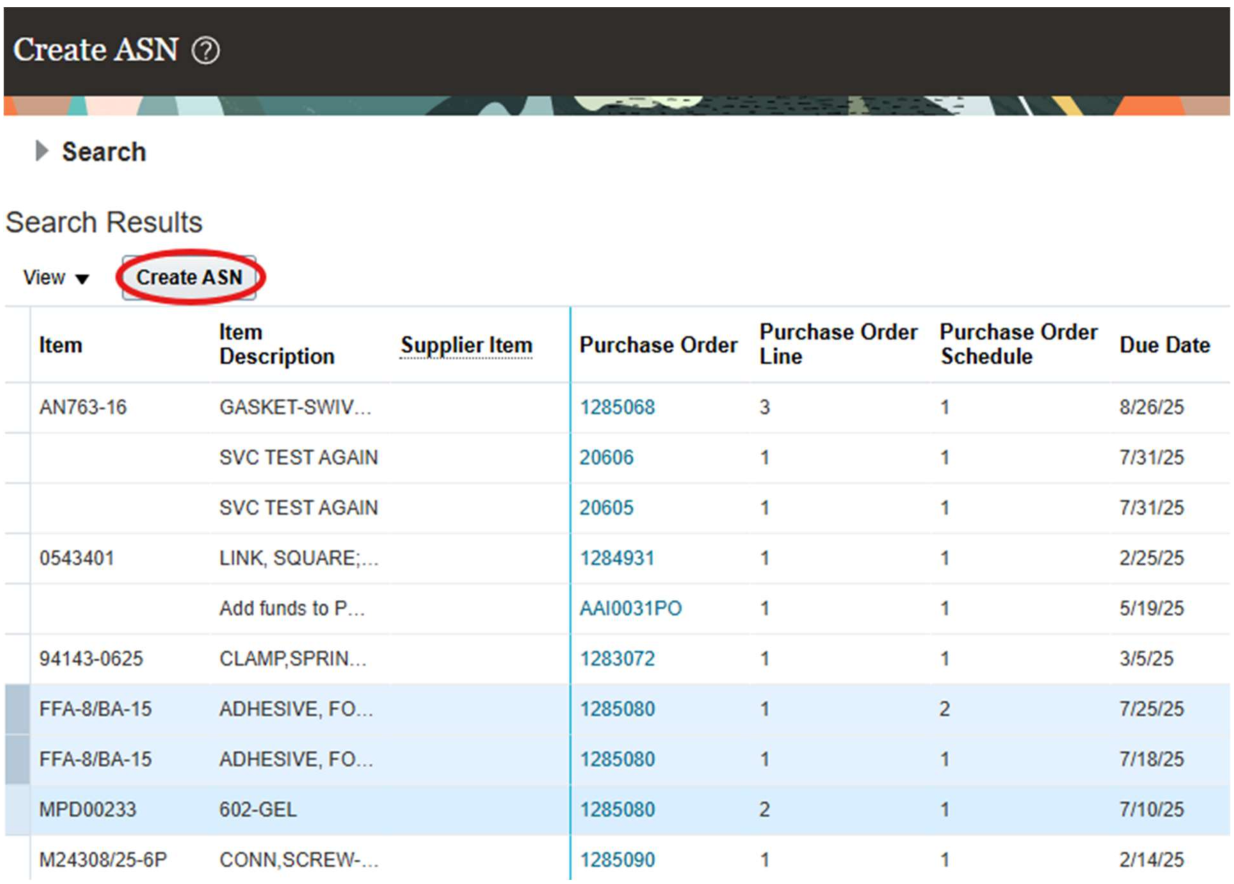


2. Navigate to the “Tasks” list on the left side of the page. Select the “Create ASN” hyperlink. Note: Try to know the PO number associated with the ASN to submit.



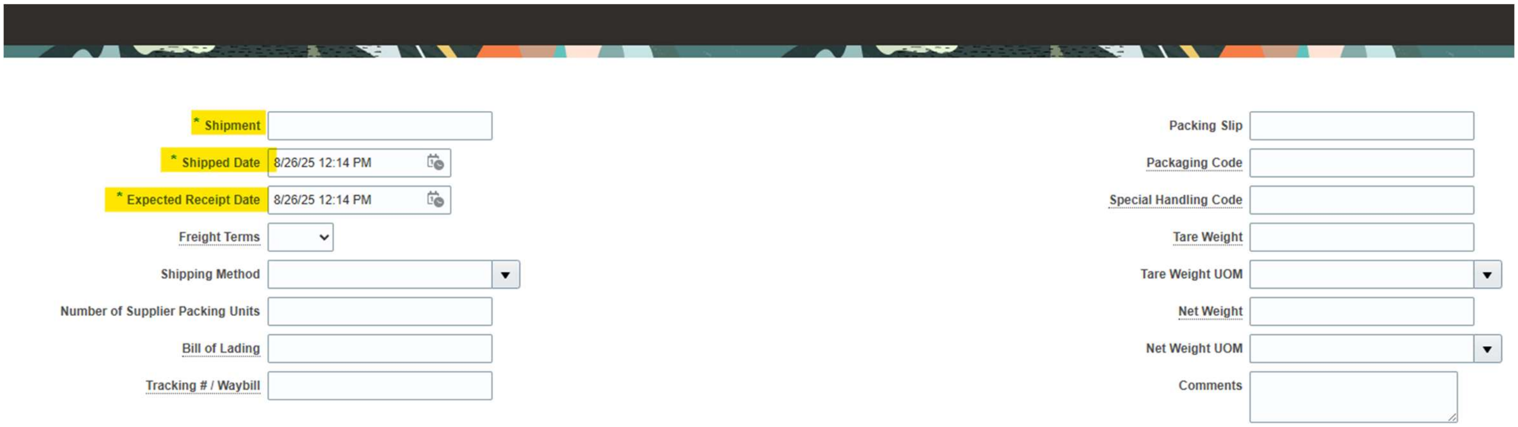
3. Search by any of the fields to find the specific line(s) of the purchase order to add to an ASN. Note: Either the “Purchase Order” field or “Supplier” field must be filled out.

4. Select the items to add to the ASN. Use the key “Ctrl” and then click to select multiple items from the **same** purchase order to add to the ASN. Then, press “Create ASN”. Note: For the example below, I selected three items for the ASN.

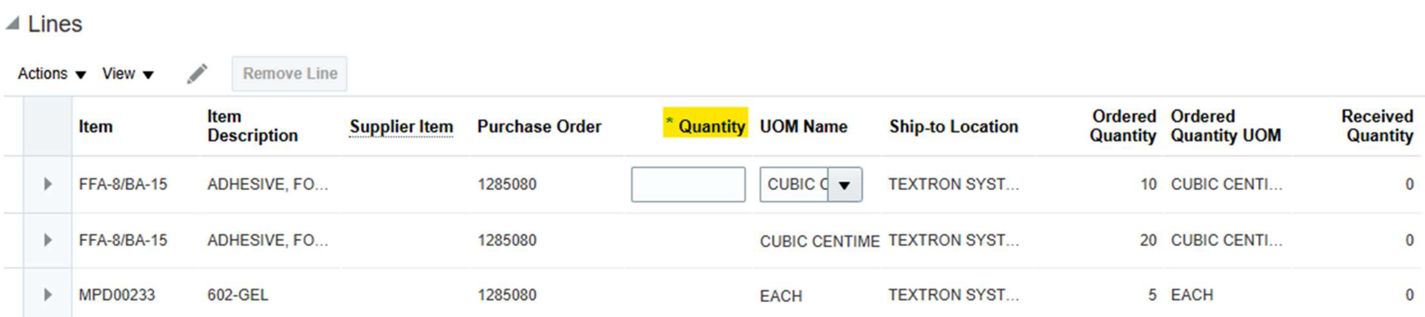


Item	Item Description	Supplier Item	Purchase Order	Purchase Order Line	Purchase Order Schedule	Due Date
AN763-16	GASKET-SWIV...		1285068	3	1	8/26/25
	SVC TEST AGAIN		20606	1	1	7/31/25
	SVC TEST AGAIN		20605	1	1	7/31/25
0543401	LINK, SQUARE;...		1284931	1	1	2/25/25
	Add funds to P...		AAI0031PO	1	1	5/19/25
94143-0625	CLAMP,SPRIN...		1283072	1	1	3/5/25
FFA-8/BA-15	ADHESIVE, FO...		1285080	1	2	7/25/25
FFA-8/BA-15	ADHESIVE, FO...		1285080	1	1	7/18/25
MPD00233	602-GEL		1285080	2	1	7/10/25
M24308/25-6P	CONN,SCREW-...		1285090	1	1	2/14/25

5. Add any applicable fields in the header of the ASN. The highlighted fields are required, the shipment title, shipped date, and expected receipt date.



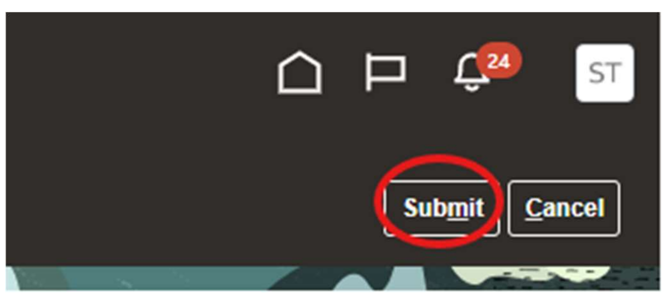
6. Add the "Quantity" shipped in the "Lines" area below the header for all the items selected for the specific ASN. Select the specific line to enter the "Quantity" for.


Lines

Actions View Remove Line

Item	Item Description	Supplier Item	Purchase Order	* Quantity	UOM Name	Ship-to Location	Ordered Quantity	Ordered Quantity UOM	Received Quantity
FFA-8/BA-15	ADHESIVE, FO...		1285080		CUBIC C	TEXTRON SYST...	10	CUBIC CENTI...	0
FFA-8/BA-15	ADHESIVE, FO...		1285080		CUBIC CENTIME	TEXTRON SYST...	20	CUBIC CENTI...	0
MPD00233	602-GEL		1285080		EACH	TEXTRON SYST...	5	EACH	0

7. Select "Submit" in the top right corner of the page. This will be sent internally to Textron Systems and recorded.



End of Training Guide – ASNs

If you need help with this process, contact your buyer POC and/or use the supplierportal@textronsystems.com email for any questions.