
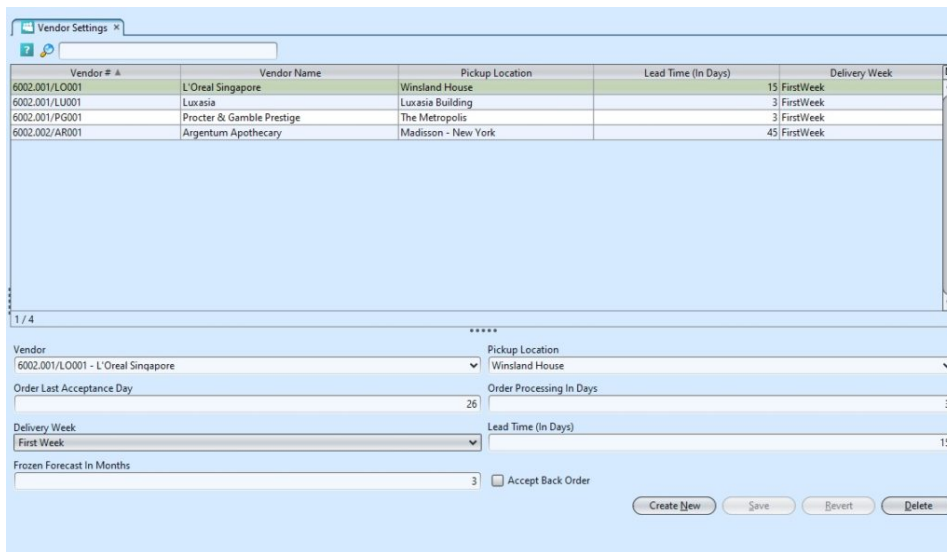


# Vendor Settings

The vendor master setup in Supply Chain Master allows the user to create new, Save, Revert and Delete vendor setup records. Below are available actions for the user from **“Vendor Setting”** :

 Create new, revert and delete the vendor setting

 View and search for the setting details



Vendor #	Vendor Name	Pickup Location	Lead Time (In Days)	Delivery Week
6002.001/LO001	L'Oreal Singapore	Winsland House	15	FirstWeek
6002.001/LU001	Luxasia	Luxasia Building	3	FirstWeek
6002.001/PG001	Procter & Gamble Prestige	The Metropolis	3	FirstWeek
6002.002/AR001	Argentum Apothecary	Madisson - New York	45	FirstWeek

Vendor	6002.001/LO001 - L'Oreal Singapore	Pickup Location	Winsland House
Order Last Acceptance Day	26	Order Processing In Days	3
Delivery Week	First Week	Lead Time (In Days)	15
Frozen Forecast In Months	3	<input type="checkbox"/> Accept Back Order	

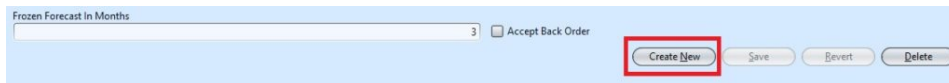
Buttons: Create New, Save, Revert, Delete

Field Name	Explanation	Mandatory Information
Vendor	Select Vendor	Y
Pickup Location	Select Pickup Location	Y
Order Last Acceptance Day	Self-explanatory	Y
Delivery Week	Select delivery week	Y
Lead Time (In Days)	Time taken for the Order to be received	N
Frozen Forecast In Months	Forecasted for the number of months	N
Accept Back Order	If Vendor accept Back Order	N

## Create Vendor Setting

1. Click **“Create New”** button at the bottom right

side of screen

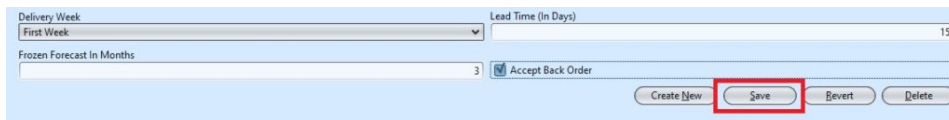


Frozen Forecast In Months 3  Accept Back Order

Create New Save Revert Delete

2. Fill up information at bottom half of screen

3. Click **“Save”** button at the bottom right side of screen when done



Delivery Week First Week Lead Time (In Days) 15

Frozen Forecast In Months 3  Accept Back Order

Create New Save Revert Delete

## Update Journal Details

1. Click on vendor to be updated, it will bring up the selected vendor setting details on the bottom half of the screen

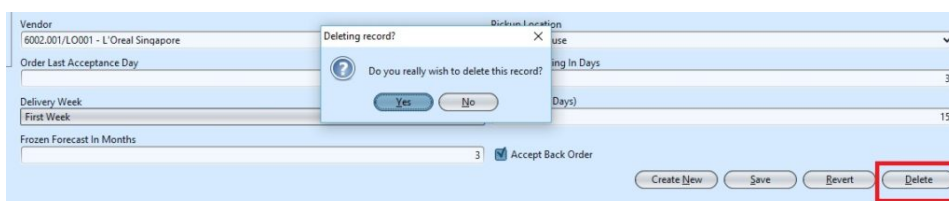
2. Click **“Save”** button at the bottom right side of the screen when done with the updates

## Delete Journal

1. Click on vendor to be updated, it will bring up the selected vendor setting details on the bottom half of the screen

2. Click on **“Delete”** button at the bottom right side of screen

3. Click on **“Yes”** button on the pop-up window to confirm setting deletion



Vendor 6002.001/L0001 - L'Oreal Singapore

Deleting record? Do you really wish to delete this record?

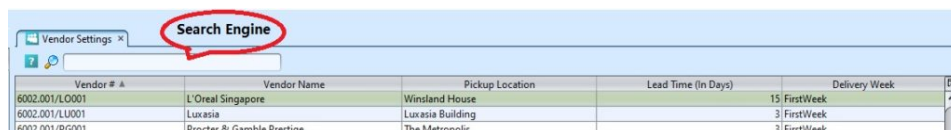
Yes No

Frozen Forecast In Months 3  Accept Back Order

Create New Save Revert Delete

## View and Search for Vendor Setting:

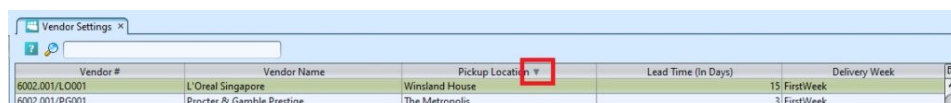
1. On top left of screen enter search parameter to filter the result, i.e. type in the name of vendor in the search textfield box.



The screenshot shows a web application window titled "Vendor Settings". At the top left, there is a search bar with a magnifying glass icon. A red circle highlights the text "Search Engine" above the search bar. Below the search bar is a table with the following data:

Vendor # ▲	Vendor Name	Pickup Location	Lead Time (In Days)	Delivery Week
6002.001/LO001	L'Oreal Singapore	Winsland House	15	FirstWeek
6002.001/LU001	Luxasia	Luxasia Building	3	FirstWeek
6002.001/PG001	Procter & Gamble Prestige	The Metropolis	3	FirstWeek

2. Result can be sorted alphabetically by clicking the fields' columns



The screenshot shows the same "Vendor Settings" window. The "Pickup Location" column header is highlighted with a red box, indicating it has been selected for sorting.

Vendor #	Vendor Name	Pickup Location ▼	Lead Time (In Days)	Delivery Week
6002.001/LO001	L'Oreal Singapore	Winsland House	15	FirstWeek
6002.001/PG001	Procter & Gamble Prestige	The Metropolis	3	FirstWeek

3. Double click on vendor setting to view full details of the scheme, it will bring up the details on the bottom of the screen

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