



SWAROVSKI

HOW TO CREATE A SHIPPING
NOTIFICATION ON ARIBA



procurement.swarovski.com



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To create a shipping notification over Ariba, click on **Create Ship Notice**. Please note that this field will be activated only after the creation of an order confirmation.

Purchase Order: 0046903189

Done

[Create Order Confirmation](#) | **[Create Ship Notice](#)** | [Create Invoice](#) | [Hide](#) | [Print](#) | [Download PDF](#) | [Export cXML](#) | [Download CSV](#) | [Resend](#)

[Order Detail](#) | [Order History](#)

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From:
D. Swarovski KG
Swarovskistraße 30
6112 Wattens

To:
Swarovski Test Account 1 - TEST
Straße 1
8111 Wattens

Purchase Order
(Confirmed)
0046903189
Amount: 4,500.00 EUR

Afterwards, please enter all mandatory fields.

Create Ship Notice

[Save](#) | [Exit](#) | [Next](#)

* Indicates required field

SHIP FROM	DELIVER TO
Swarovski Test Account 1 - TEST Wattens Austria Update Address	D. Swarovski KG Wattens Austria Update Address

Ship Notice Header

SHIPPING	TRACKING
Packing Slip ID: * ASN_20171215	Carrier Name: <input type="text"/>
Invoice #: <input type="text"/>	Service Level: <input type="text"/>
Requested Delivery Date: --	
Ship Notice Type: Actual	
Actual Shipping Date: <input type="text"/>	
Actual Delivery Date: * 18 Dec 2017	
Gross Volume: <input type="text"/> Unit: <input type="text"/>	
Gross Weight: <input type="text"/> Unit: <input type="text"/>	

ATTACHMENTS

Name	Size (bytes)	Content Type
No items		

[Choose File](#) No file chosen | [Add Attachment](#)

The total size of all attachments cannot exceed 10MB

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DELIVERY AND TRANSPORT INFORMATION

Delivery Terms: *
Delivery Terms Description:
Transport Terms Description:

Shipping Payment Method: *

Shipping Contract Number:
Shipping Instructions:

this information will be filled out automatically from the original purchase order

Transport Terms	Equipment Identification Code	Gross Volume	Unit	Gross Weight	Unit	Sealing Party Code	Seal ID
Other <input type="button" value="v"/> DDP	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Additional Fields

Order Items

Order #	Item	Part # / Description	Customer Part #	Qty	Unit	Need By	Ship By	Unit Price	Subtotal	
0046903189	1	71.13.18.024A_MUTTERHALTER	000000001000001490	150.000	PCS <input type="button" value="i"/>	15 Dec 2017		30.00 EUR	4,500.00 EUR	<input type="button" value="Remove"/>

Shipment Status
Total Item Due Quantity: 150.000 PCS

Confirmation Status
Total Confirmed Quantity: 150.000 PCS Total Backordered Quantity: 0 PCS

Line	Ship Qty	Batch ID	Production Date	Expiry Date	
1	150.000	<input type="text"/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="button" value="Add Details"/>

in case of partial delivery, shipping quantity can be changed

In case of partial delivery, please create one shipping notification per delivery. After clicking on Next, the shipping notification can be reviewed. Please click on submit to send the shipping notification to us.

Ship Notice Header

SHIPPING

Packing Slip ID: ASN_20171215
Invoice #: --
Requested Delivery Date: --
Ship Notice Type: Actual
Actual Shipping Date: --
Actual Delivery Date: 18 Dec 2017 12:00:00 PM
Gross Volume: --
Gross Weight: --

TRACKING

Tracking information not provided.

DELIVERY AND TRANSPORT INFORMATION

Delivery Terms: Transport Condition
Delivery Terms Description: --
Transport Terms Description: --

Shipping Payment Method: true
Shipping Contract Number: --
Shipping Instructions: --

Transport Terms	Equipment Identification Code	Gross Volume	Gross Weight	Sealing Party Code	Seal ID
DDP	--	--	--	--	--

ADDITIONAL FIELDS

Additional information not provided.

Order Items

Order #	Item	Part # / Description	Customer Part #	Qty	Unit	Need By	Ship By	Unit Price	Subtotal
0046903189	1	71.13.18.024A_MUTTERHALTER	000000001000001490	150.000	PCS <input type="button" value="i"/>	15 Dec 2017		30.00 EUR	4,500.00 EUR

SHIPMENT STATUS
 1. Ship Qty: 100.000 PCS
No detail information provided.