
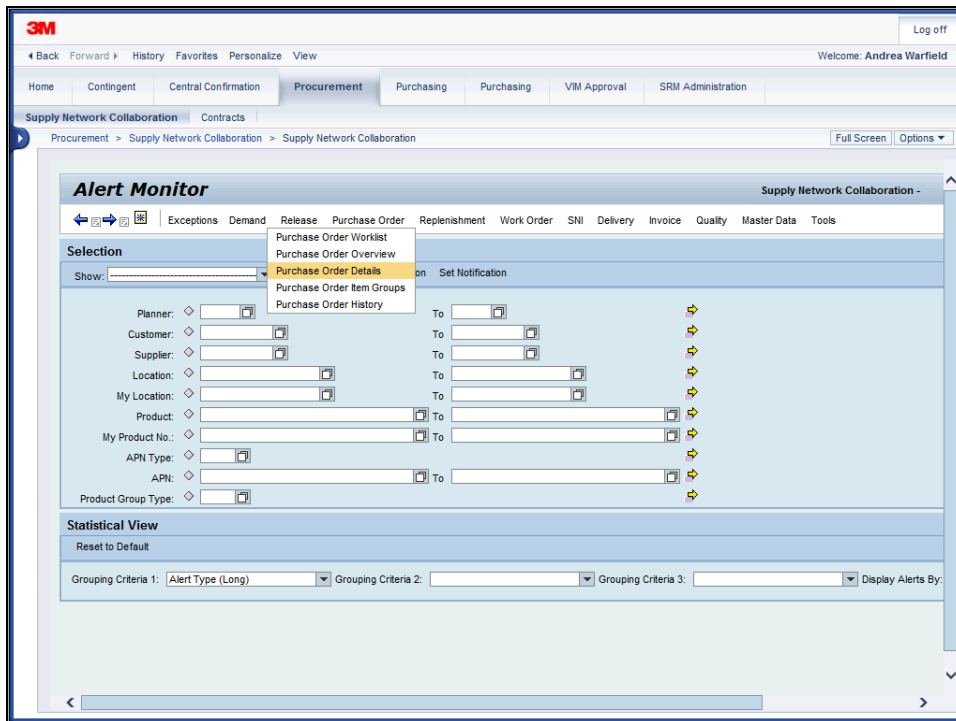
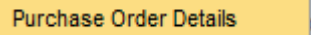


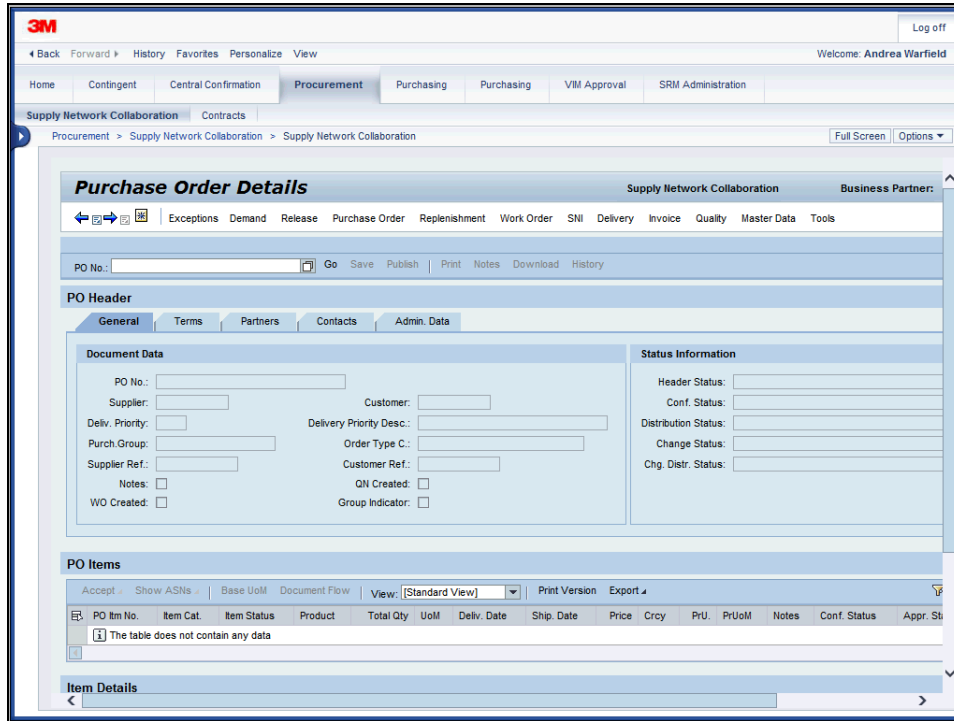
Split Line Item while Confirming Purchase Order EN

Use this Supplier portal activity to split the deliveries on a confirmation. For example, split the ordered quantity of a Purchase Order into two deliveries.

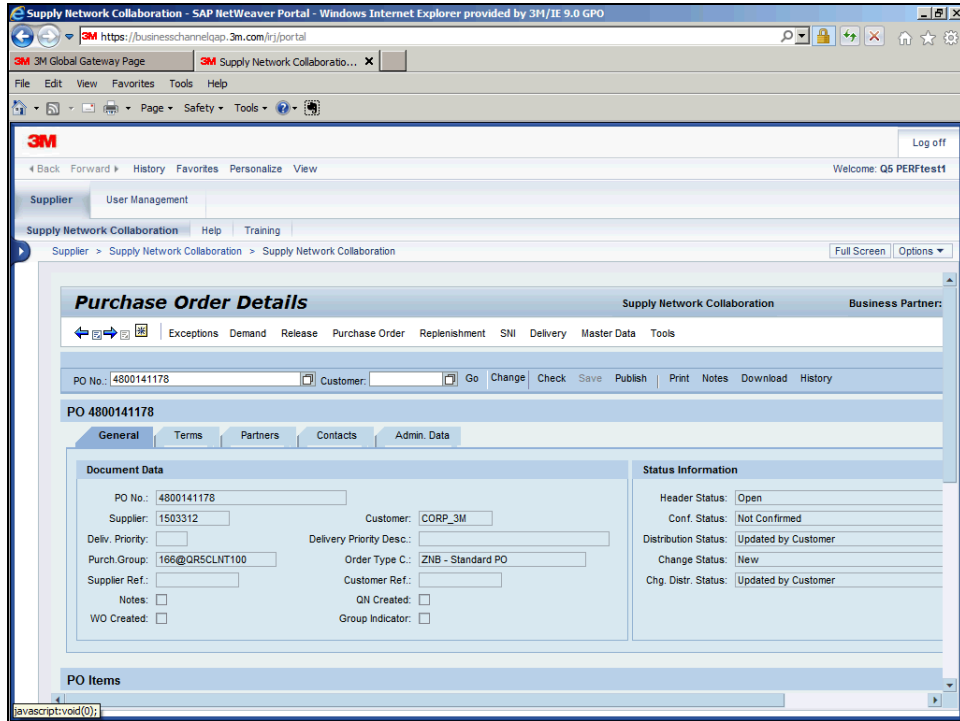
Step	Action
1.	Upon logging into the SAP SNC system, the <i>Alert Monitor</i> displays.
2.	Enter the PO to confirm. Note: you can also find the PO by searching the list of Alerts.
3.	Click the Purchase Order menu. 





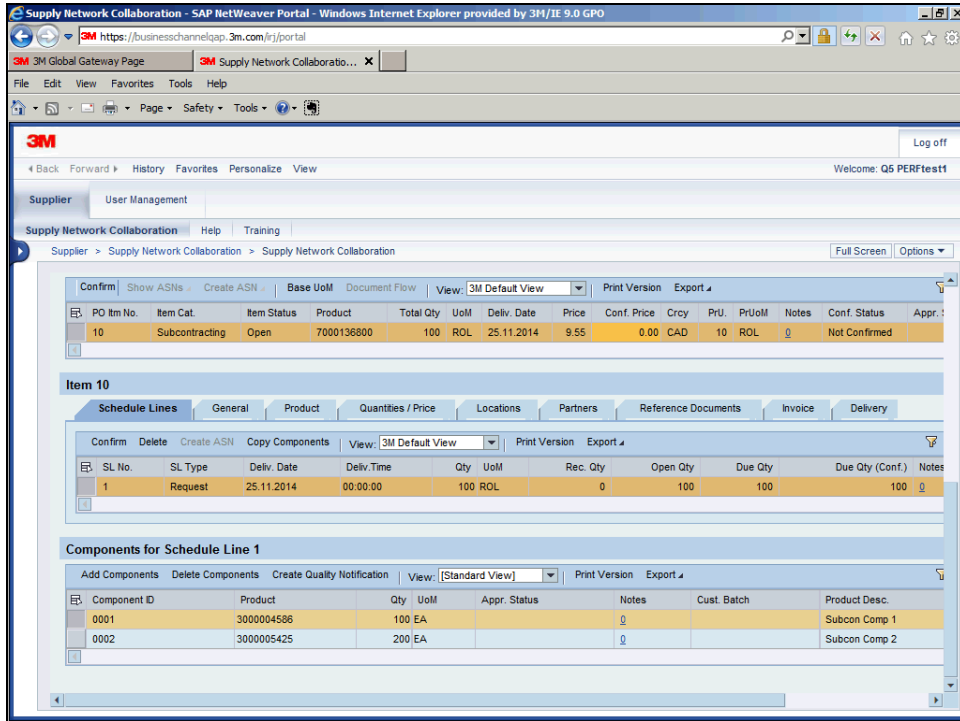
Step	Action
4.	Click the Purchase Order Details menu item. 




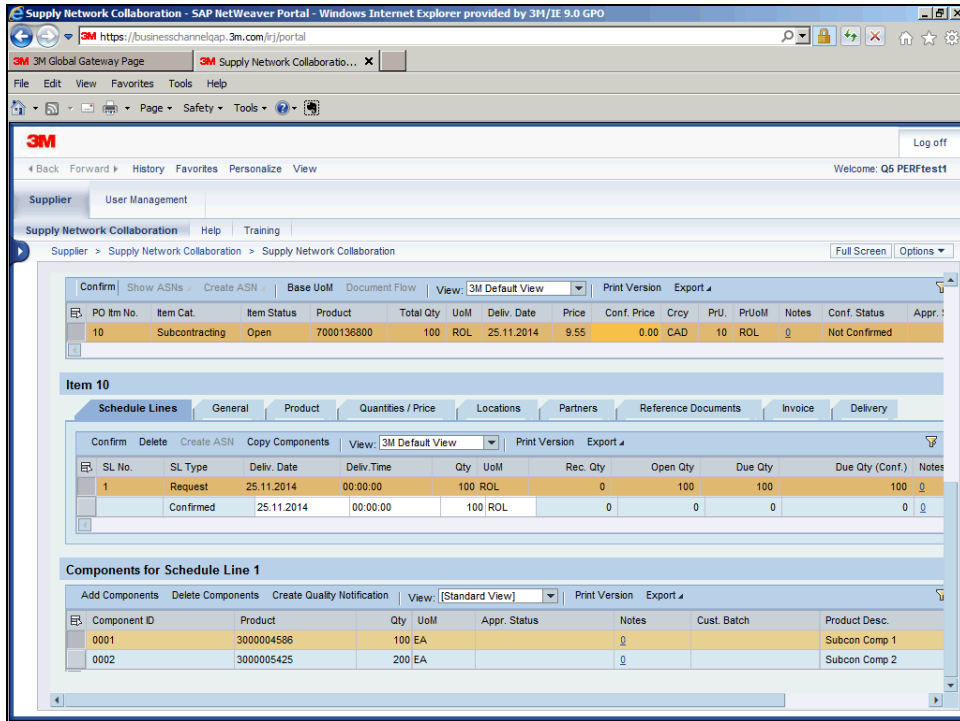
Step	Action
5.	Click the PO No. field. <input type="text"/>
6.	Type PO No.: "4800141178". <input type="text"/>
7.	Click Go . <input type="button" value="Go"/>
8.	Switch to "change" mode to confirm the PO.




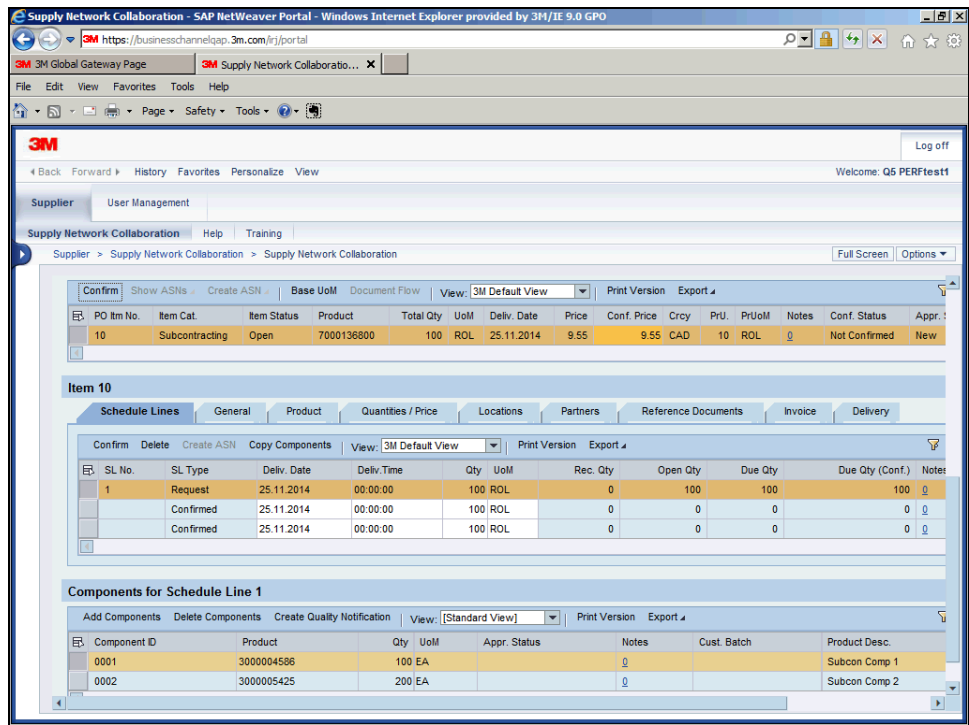
Step	Action
9.	Click Change . 
10.	Scroll down to the line items.
11.	Click the Vertical scroll bar.
12.	Select the PO Item to confirm.
13.	Click the row header. 
14.	To split items into multiple confirmations, click Confirm once for each of the separate deliveries. In this example, click Confirm twice to split the confirmation into two separate deliveries. Important: Click Confirm in the <i>PO Items</i> section (not the confirm button in the <i>Schedule Lines</i> section).


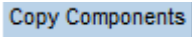


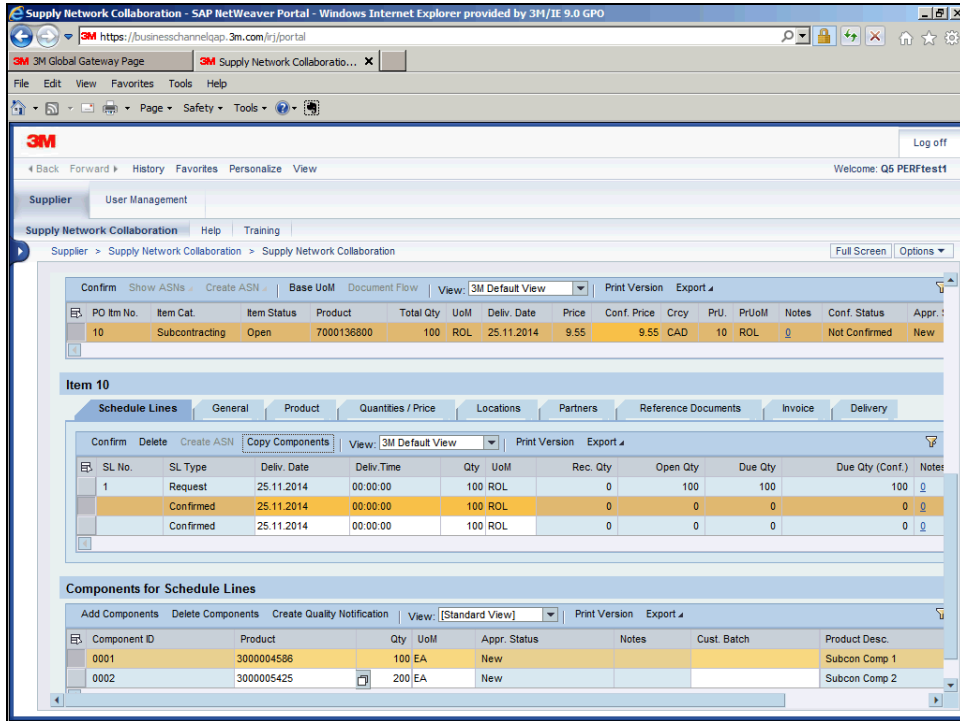
Step	Action
15.	Click Confirm . 


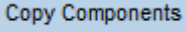


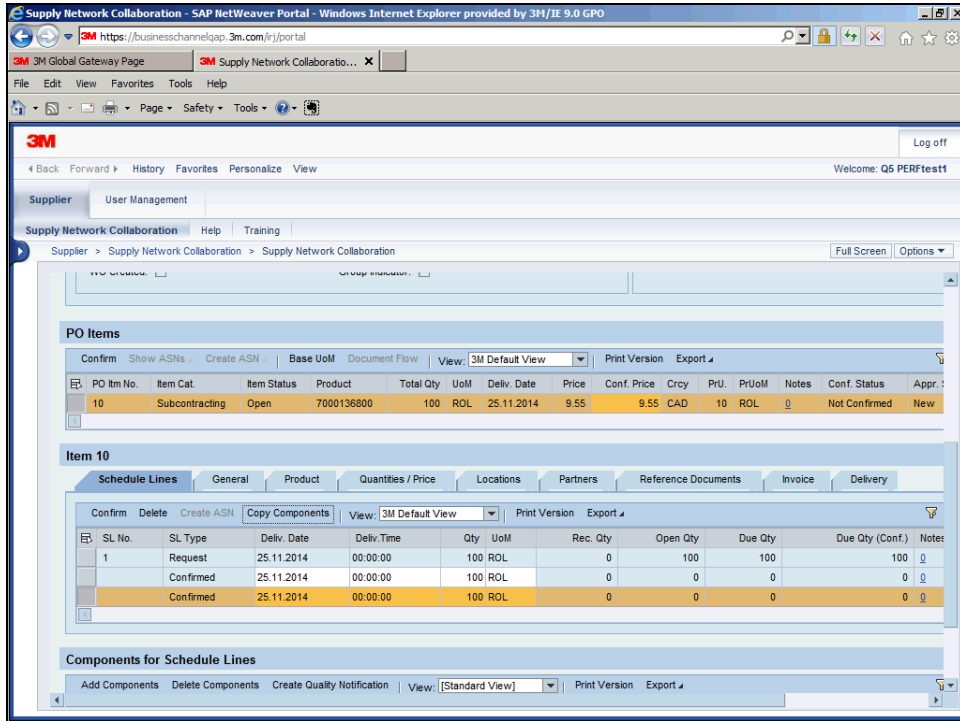
Step	Action
16.	Click Confirm . 
17.	In the <i>Item</i> sections of the screen, on the <i>Schedule Lines</i> tab there are now two Confirmed Schedule Lines to split the deliveries. Important: The number of times you click Confirm equals the number of confirmed Schedule Lines generated. Each Schedule Line is an exact duplicate.



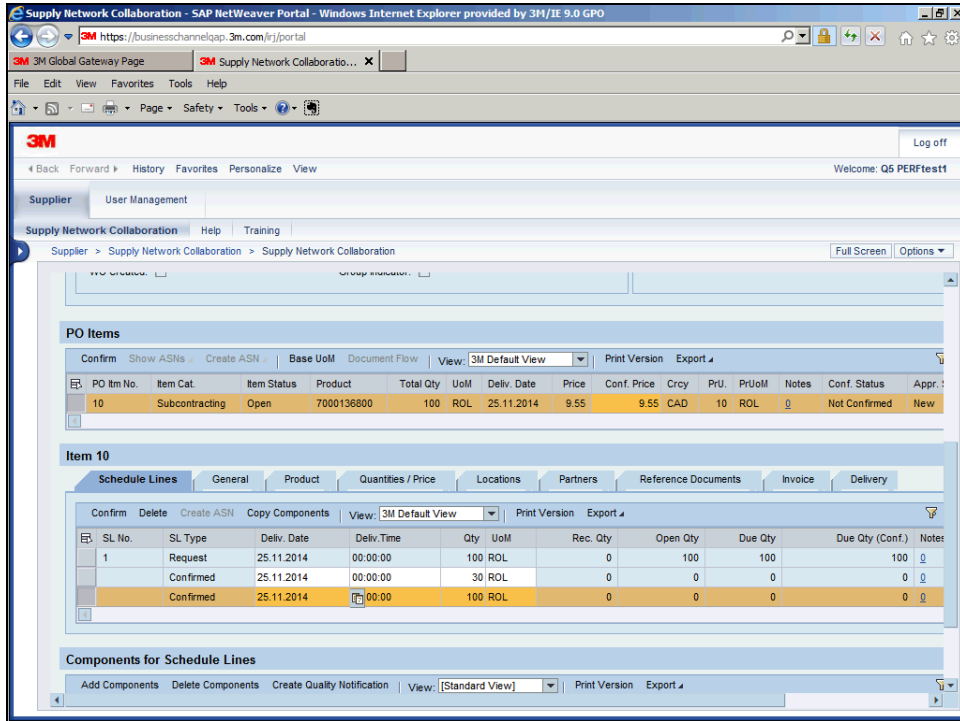
Step	Action
18.	For items that have components copy components from the Request Schedule Line into the Confirmed Schedule Line. Select the Confirmed Schedule Line and click Copy Components . Do this for each confirmed Schedule Line.
19.	Click the row header. 
20.	Click Copy Components . 




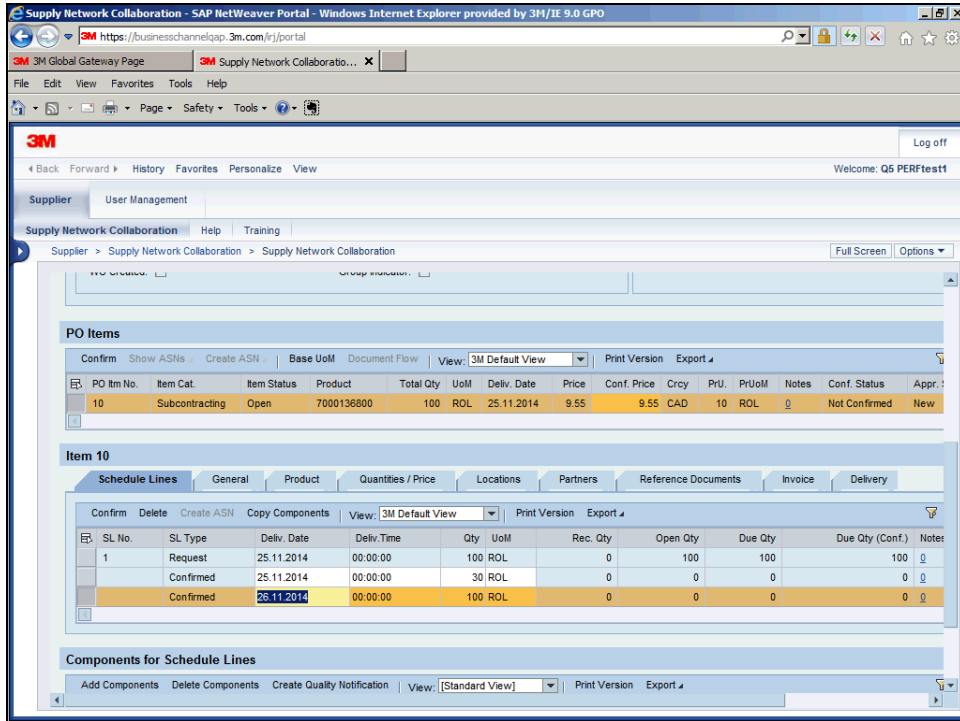
Step	Action
21.	Click the row header. 
22.	Click Copy Components . 
23.	Next change the quantities and delivery dates for each Confirmed Schedule Line. Note: When processing an Advance Shipment Notification(ASN) the quantity being shipped must match the quantity confirmed. If the quantities differ, split the Schedule Lines to match the quantity shipped.




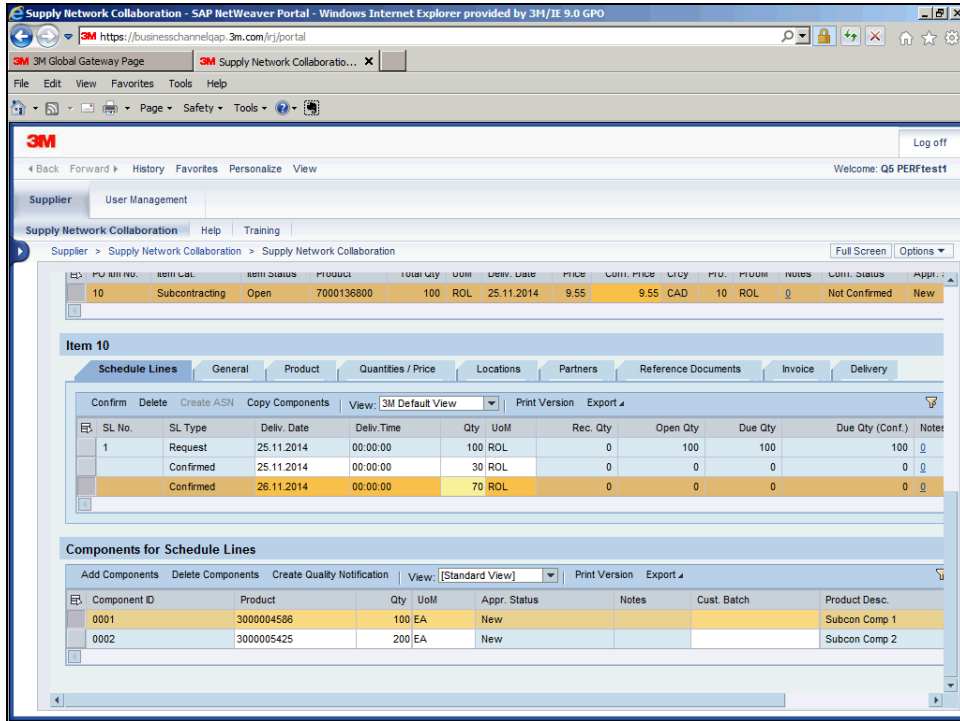
Step	Action
24.	Click the Qty field. 100
25.	Type Qty "30" .




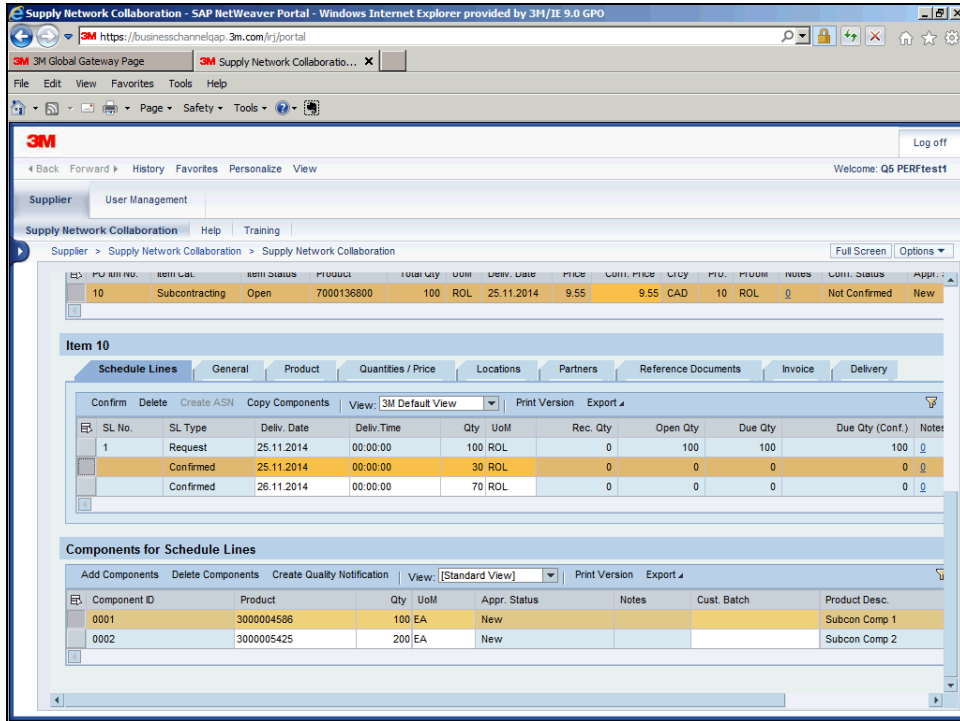
Step	Action
26.	Click the Deliv. Date field. 25.11.2014
27.	Click the Drop Down button to activate the menu. 
28.	Click the desired date. 26



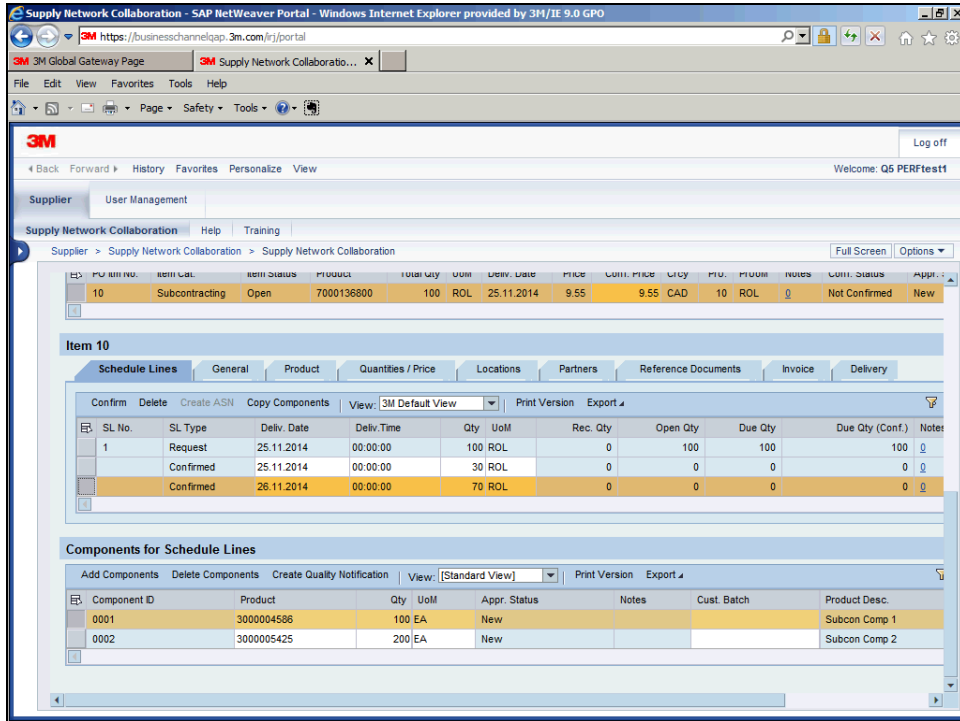
Step	Action
29.	Click the Qty field. 
30.	Type Confirmed "70" .
31.	Next split and update the corresponding BOM components consumed for each split confirmation. When adjusting Schedule Line quantities, also change the <i>Components for Schedule Lines</i> quantities for each confirmation. To list the related <i>Components for a Schedule Line</i> , select each confirmation separately.



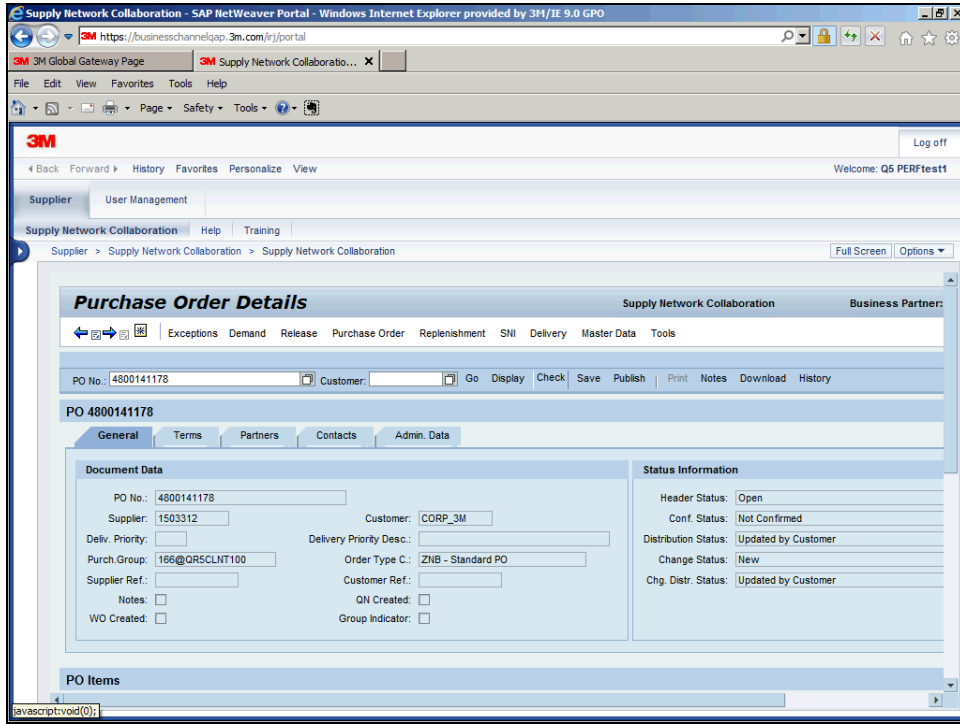
Step	Action
32.	Click the row header. 
33.	Make the necessary changes in the <i>Components for Schedule Lines</i> section.




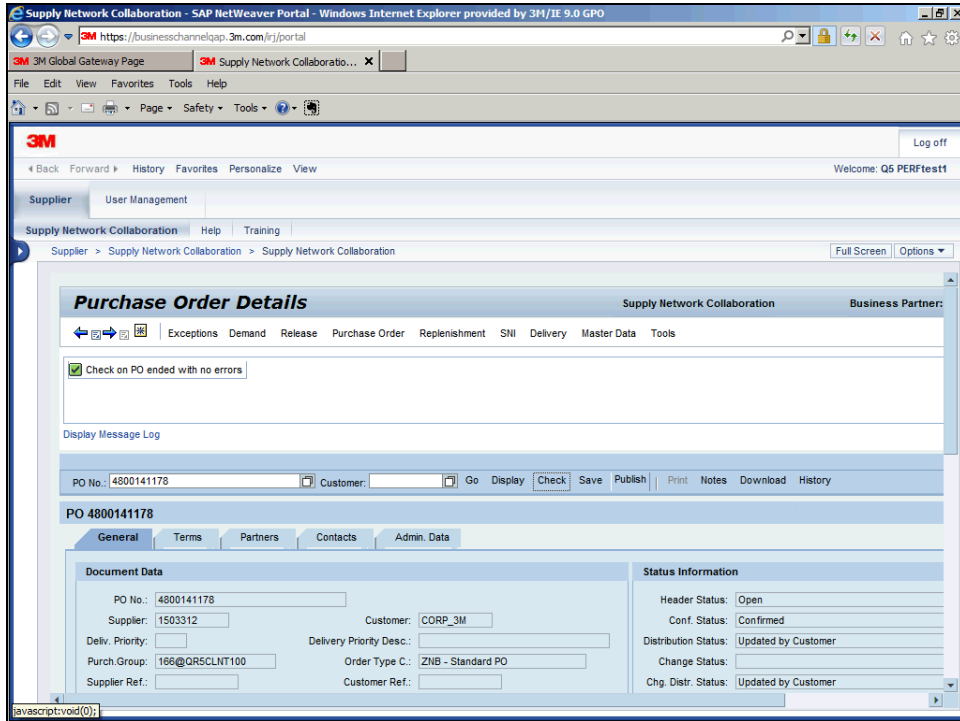
Step	Action
34.	Click the Qty field. <div style="background-color: #f0f0f0; padding: 2px; display: inline-block;">100</div>
35.	Type Qty "30" .
36.	Click the Qty field. <div style="background-color: #f0f0f0; padding: 2px; display: inline-block;">200</div>
37.	Type Qty "60" .
38.	Now select the other Confirmed Schedule line and make the changes in the <i>Components</i> section.
39.	Click the row header. <div style="background-color: #f0f0f0; width: 20px; height: 15px; display: inline-block; vertical-align: middle;"></div>




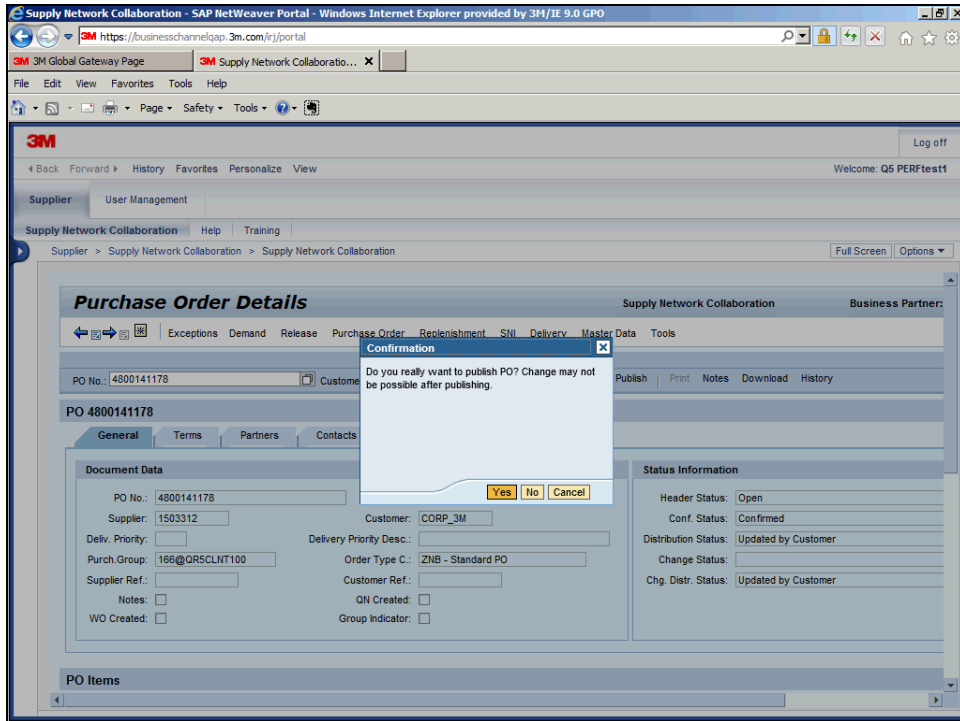
Step	Action
40.	Click the Qty field. <div style="background-color: yellow; padding: 2px; display: inline-block;">100</div>
41.	Type Qty "70" .
42.	Click the Qty field. <div style="background-color: #e0e0e0; padding: 2px; display: inline-block;">200</div>
43.	Type Qty "140" .
44.	After updating the <i>Components</i> quantities for the split confirmed lines, scroll up to check and publish the confirmation.
45.	Click the Vertical scroll bar.
46.	After making all changes, check for errors prior to publishing the PO confirmation.




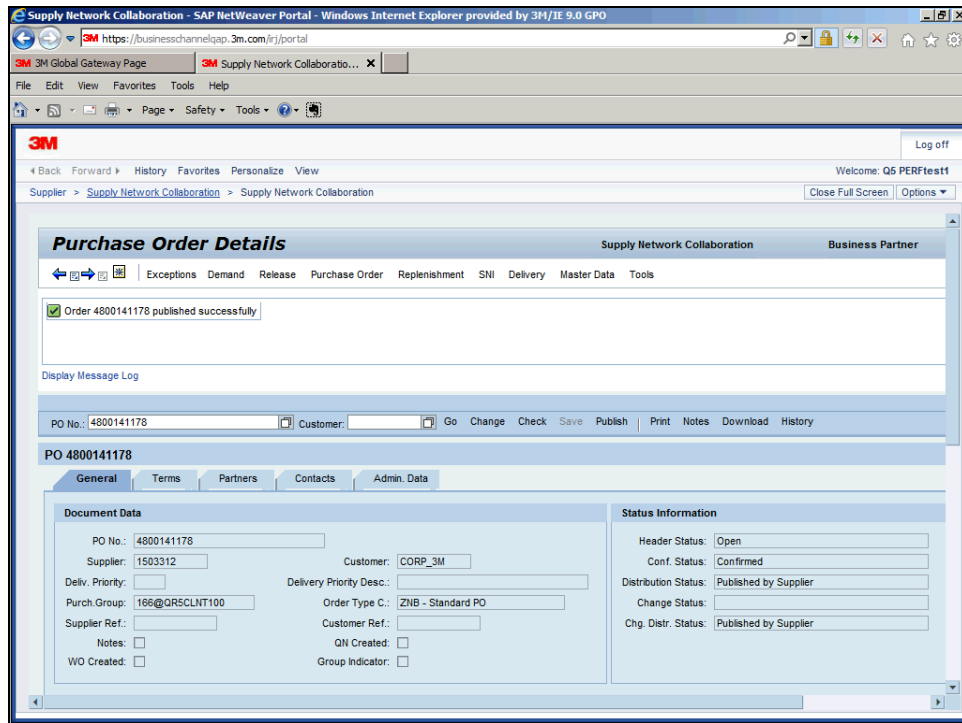
Step	Action
47.	Click Check . 
48.	The system displays any errors at the top of the screen.



Step	Action
49.	Click Publish . 



Step	Action
50.	Click Yes . 
51.	The system displays the message, " Order XXXX published successfully ".



Step	Action
52.	You have completed this activity. End of Procedure.