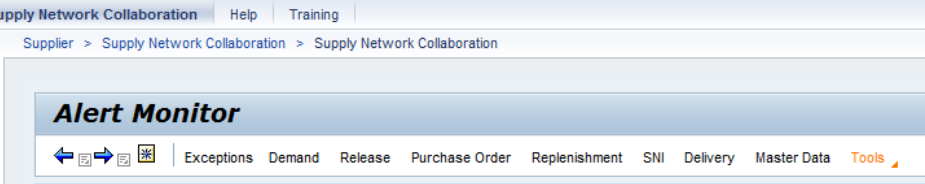

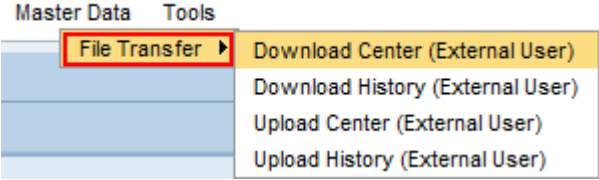
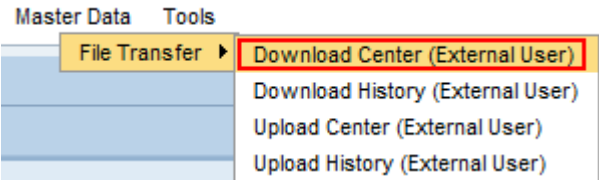
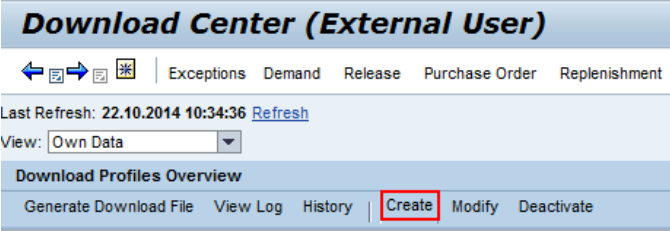
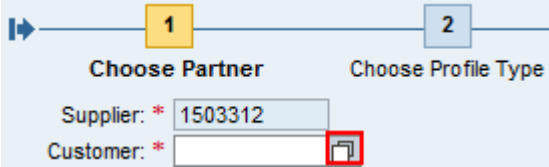
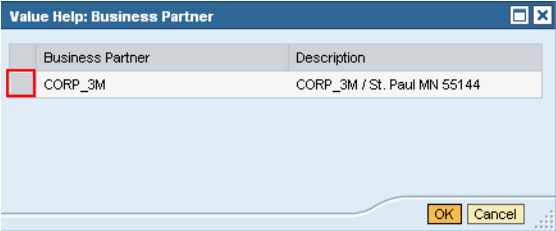
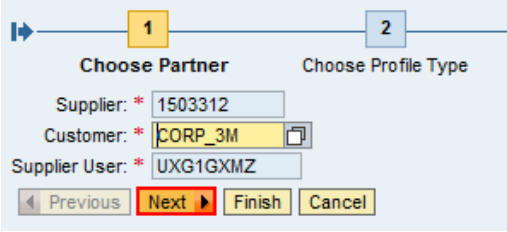
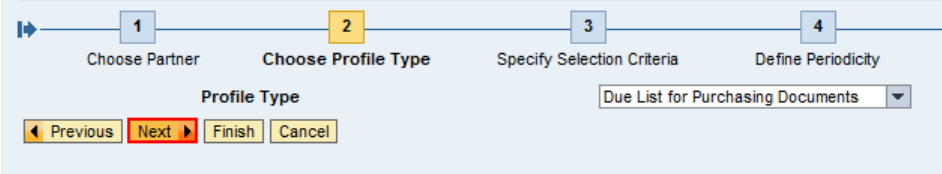
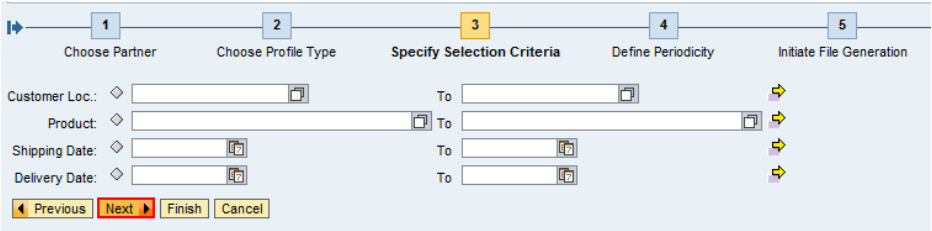
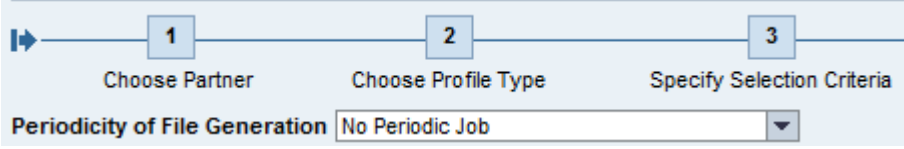
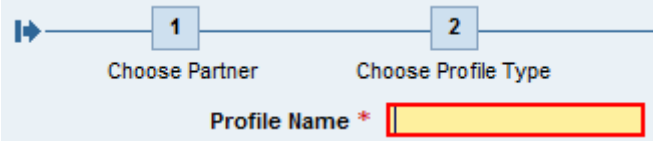
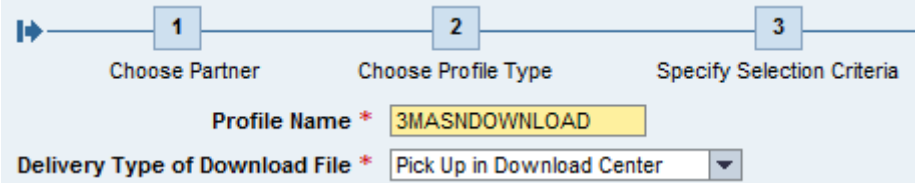
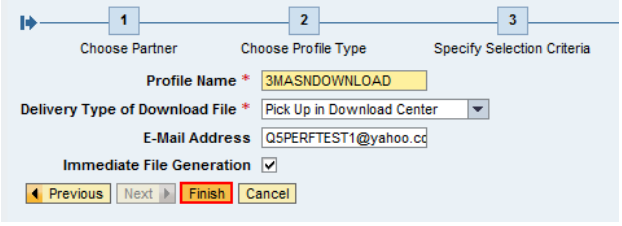
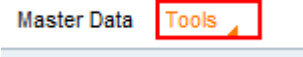
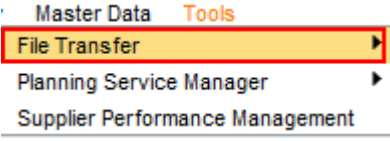
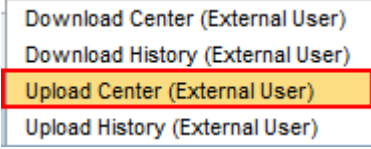
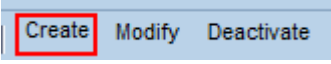
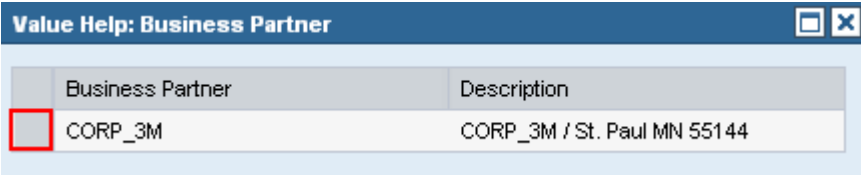
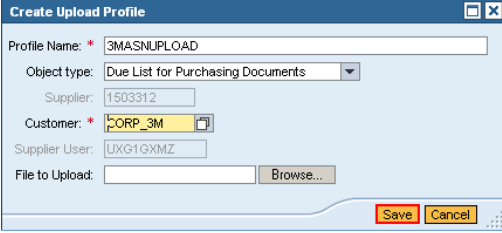


## Creating Download and Upload Profiles EN

Step	Action
1.	<p>Use this Supplier portal activity the first time you use the Download and Upload Center (External User) to create a download and upload profile.</p> <p>Setting up pre-defined download and upload profiles saves time when generating the ASN download file.</p> 
2.	<p>Upon logging into the SAP SNC system, the <i>Alert Monitor</i> window displays. To create your pre-defined download profile, click the <b>Tools</b> menu.</p> 
3.	<p>Click the <b>File Transfer</b> menu.</p> 
4.	<p>Click the <b>Download Center (External User)</b> menu item.</p> 

Step	Action				
5.	Click the <b>Create</b> link.  <p><b>Download Center (External User)</b></p> <p>Exceptions Demand Release Purchase Order Replenishment</p> <p>Last Refresh: 22.10.2014 10:34:36 Refresh</p> <p>View: Own Data</p> <p>Download Profiles Overview</p> <p>Generate Download File View Log History <b>Create</b> Modify Deactivate</p>				
6.	Click the button to the right of the <b>Customer: *</b> field.  <p>1 Choose Partner 2 Choose Profile Type</p> <p>Supplier: * 1503312</p> <p>Customer: * [Selection Icon]</p>				
7.	Click the <b>CORP_3M</b> row header.  <p>Value Help: Business Partner</p> <table border="1"> <thead> <tr> <th>Business Partner</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>CORP_3M</td> <td>CORP_3M / St. Paul MN 55144</td> </tr> </tbody> </table> <p>OK Cancel</p>	Business Partner	Description	CORP_3M	CORP_3M / St. Paul MN 55144
Business Partner	Description				
CORP_3M	CORP_3M / St. Paul MN 55144				
8.	Click the <b>Next</b> button.  <p>1 Choose Partner 2 Choose Profile Type</p> <p>Supplier: * 1503312</p> <p>Customer: * CORP_3M [Selection Icon]</p> <p>Supplier User: * UXG1GXMZ</p> <p>Previous <b>Next</b> Finish Cancel</p>				
9.	Click the <b>Next</b> button.  <p>1 Choose Partner 2 Choose Profile Type 3 Specify Selection Criteria 4 Define Periodicity</p> <p>Profile Type Due List for Purchasing Documents</p> <p>Previous <b>Next</b> Finish Cancel</p>				
10.	Click the <b>Next</b> button.  <p>1 Choose Partner 2 Choose Profile Type 3 Specify Selection Criteria 4 Define Periodicity 5 Initiate File Generation</p> <p>Customer Loc.: [Field] To [Field]</p> <p>Product: [Field] To [Field]</p> <p>Shipping Date: [Field] To [Field]</p> <p>Delivery Date: [Field] To [Field]</p> <p>Previous <b>Next</b> Finish Cancel</p>				

Step	Action
11.	<p>If you want to set the profile to run automatically, select the frequency from the <b>Periodicity of File Generation</b> list.</p> 
12.	<p>Give the profile an identifiable name.</p> <p>Enter the appropriate information into the <b>Profile Name</b> field. Type a valid value; for example, "<b>3MASNDOWNLOAD</b>".</p> 
13.	<p>You have the option to set the <b>Delivery Type of Download File</b> to either be picked up from the <i>Download Center (External User)</i> or e-mailed to you.</p> 
14.	<p>Click the <b>Finish</b> button.</p> 
15.	<p>Once you have created your Download Profile using the <i>Download Center (External User)</i>, navigate to the <i>Upload Center (External User)</i> to create your upload profile.</p> <p>Having a pre-defined upload profile will save time when uploading the ASN information.</p> 
16.	<p>Click the <b>File Transfer</b> menu.</p> 

Step	Action
17.	Click the <b>Upload Center (External User)</b> menu item. 
18.	Click the <b>Create</b> button. 
19.	Give the profile an identifiable name.  Enter the appropriate information into the <b>Profile Name:</b> field. Type a valid value; for example, " <b>3MASNUPLOAD</b> ". 
20.	Click the button to the right of the <b>Customer:</b> field. 
21.	Click the <b>CORP_3M</b> row header. 
22.	Click the <b>Save</b> button. 
23.	You have completed this activity. <b>End of Procedure.</b>