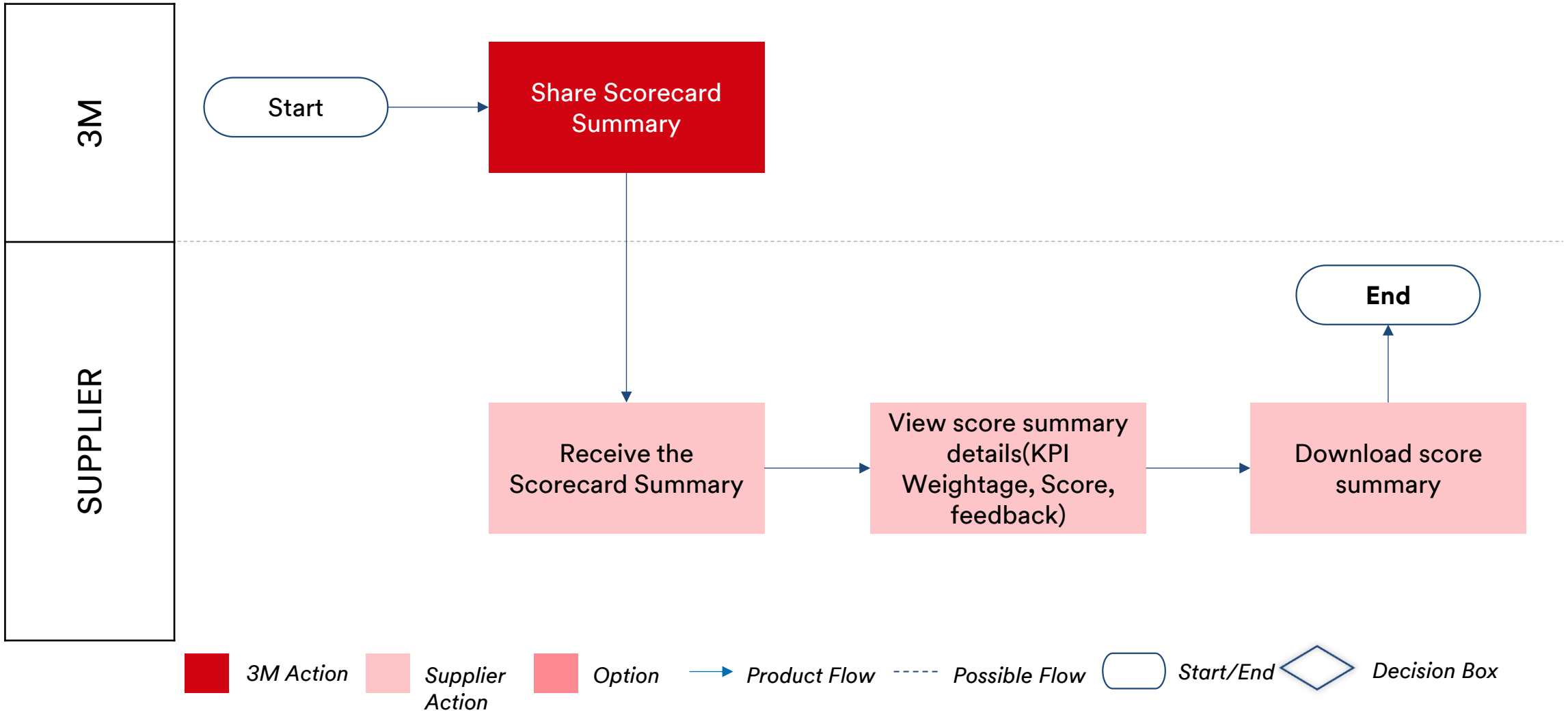


Supplier Enablement – Scorecard QRG

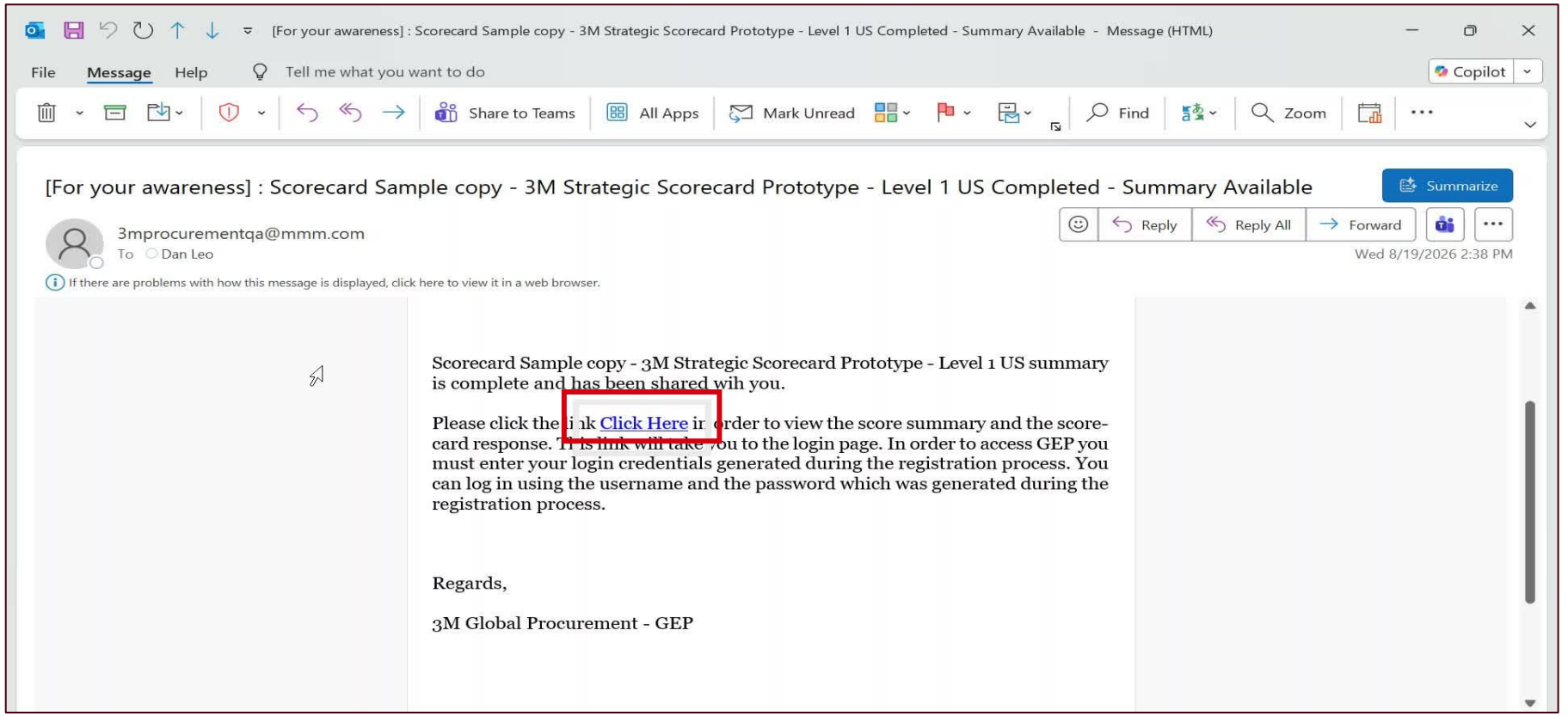
Scorecard

- Scorecards enable 3M to evaluate supplier performance by collecting Key Performance Indicators(KPI) responses and sharing the final assessment.
- When a buyer(3M) completes the scorecard and shares the scorecard summary, the supplier receives email notification containing the hyperlink to access scorecard summary on GEP portal
- The supplier can view their overall evaluation and Spider Chart, which provides a visual breakdown of performance across all KPIs.
- Supplier can download the scorecard summary if required

Scorecard Process flow

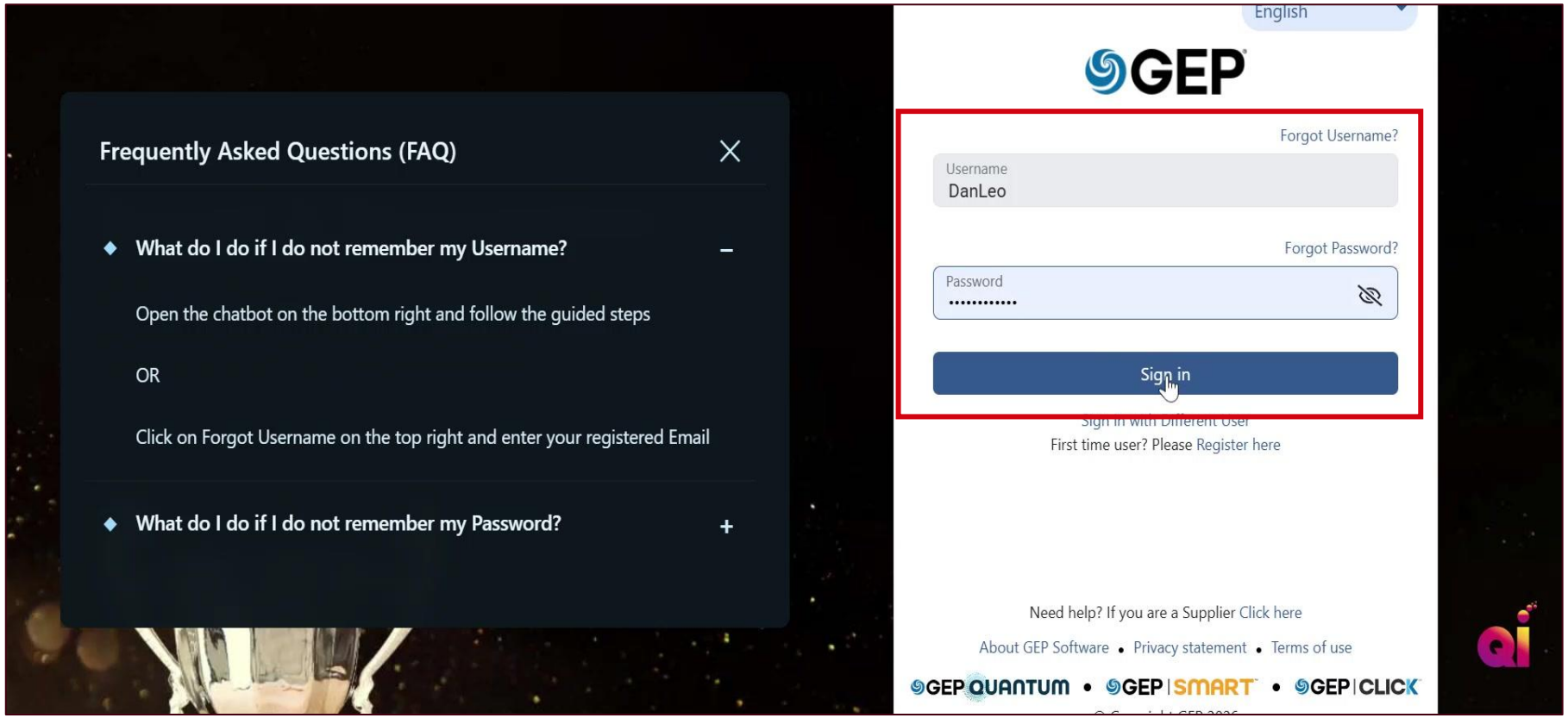


Scorecard – Notification email to Supplier



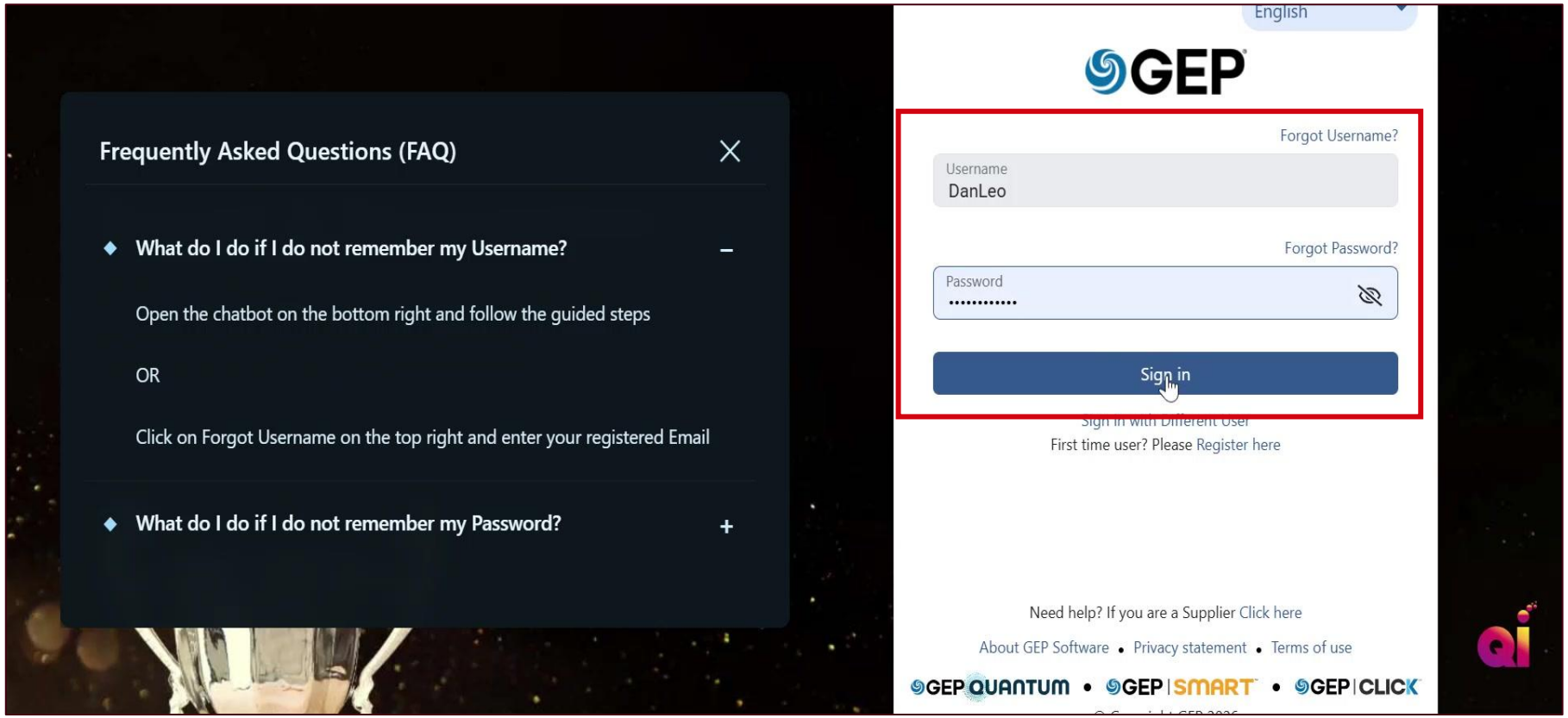
- The supplier receives an email with the subject line: "[For your awareness]: Scorecard Name" . This email contains a link to view the evaluation score summary.
- The supplier can either click the "Click Here" link or copy the link and paste it into a new browser window to view it.

Scorecard – Supplier Login GEP Business portal



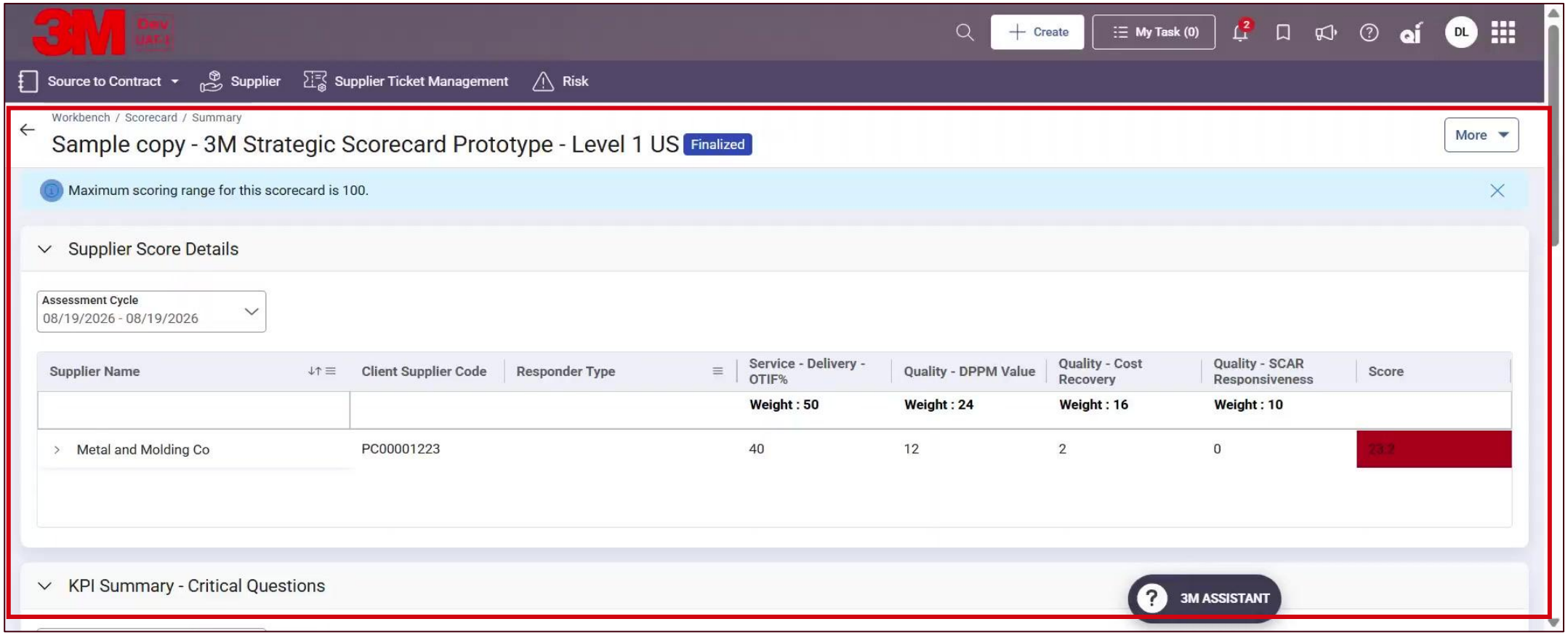
- The Supplier will login to GEP business portal by using their username and password

Scorecard – Supplier Login GEP Business portal



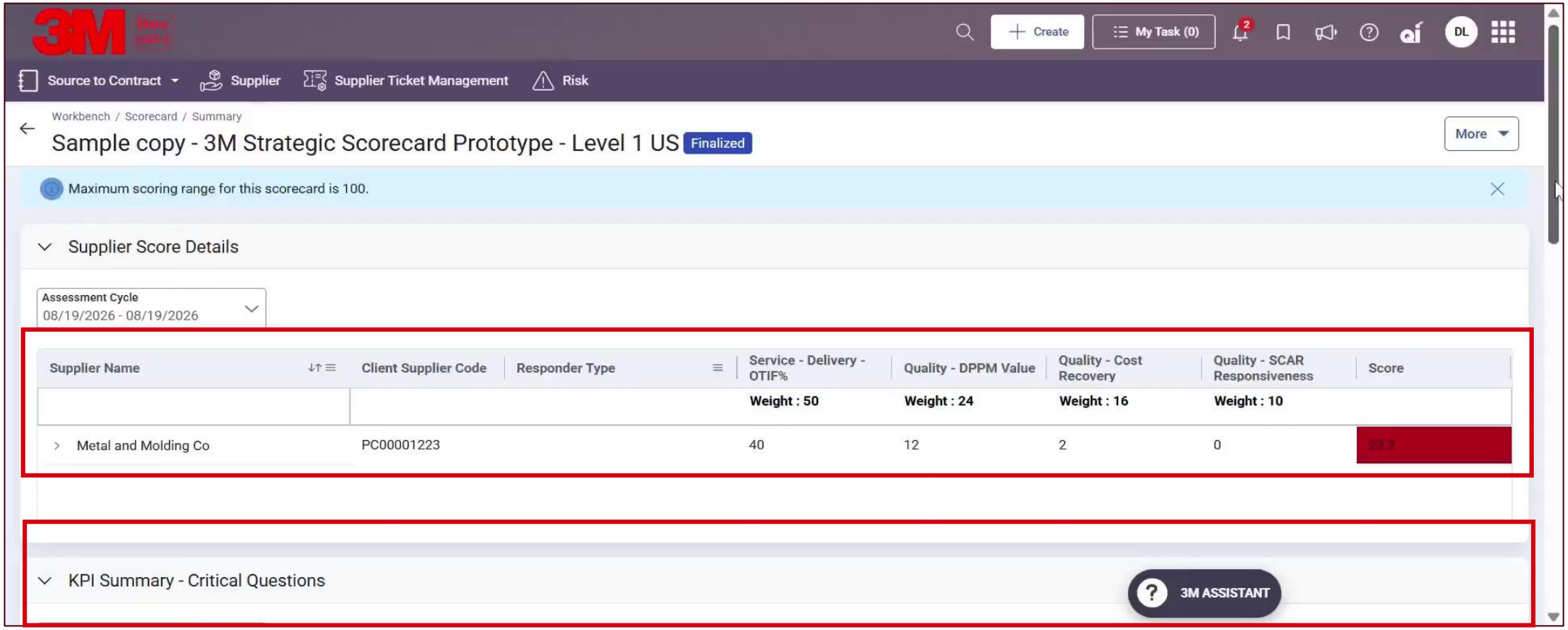
- The Supplier will login to GEP business portal by using their username and password

Scorecard – Scorecard Summary



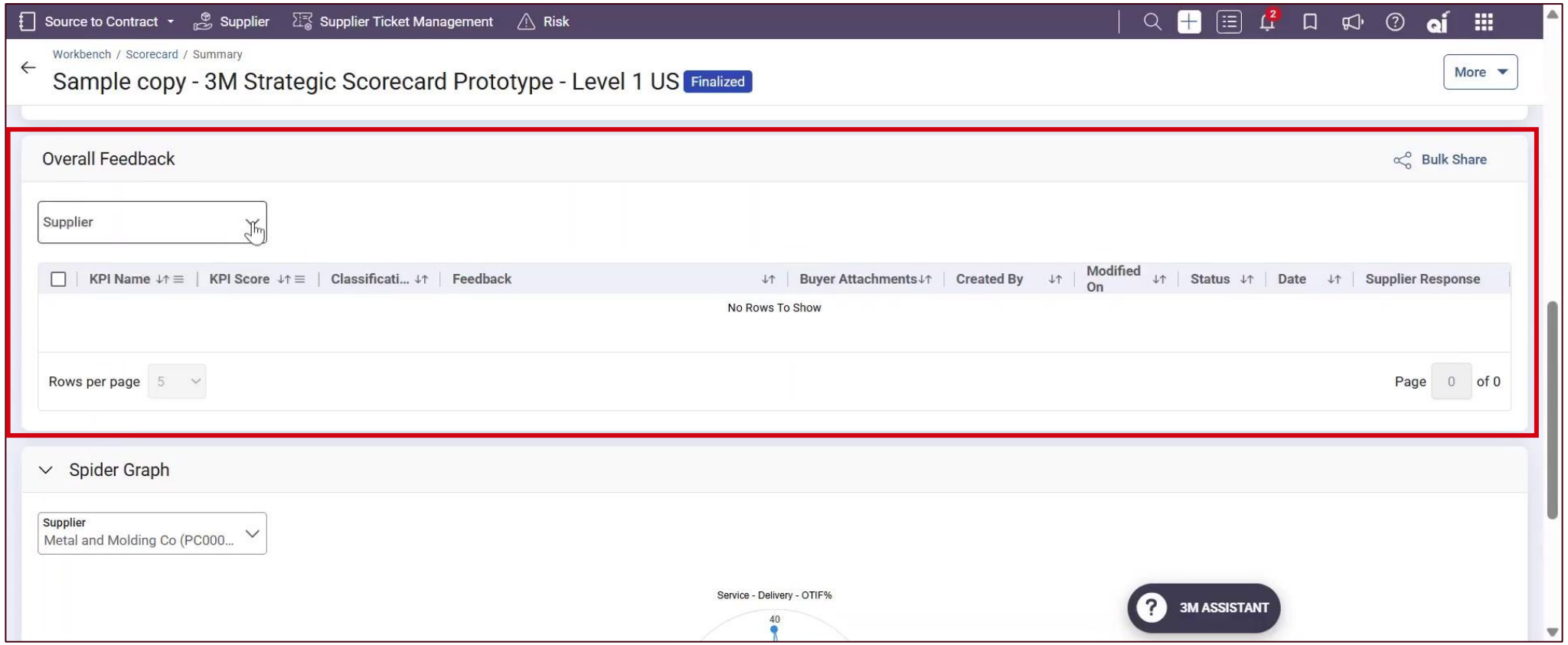
- Supplier will be able to view the **Scorecard summary** page.
- The **scorecard summary** page will contain details like Supplier score details which will show information like Assessment cycle, Supplier name, service and quality related Key Performance Indicator's and overall score.

Scorecard Summary – KPI and Critical question



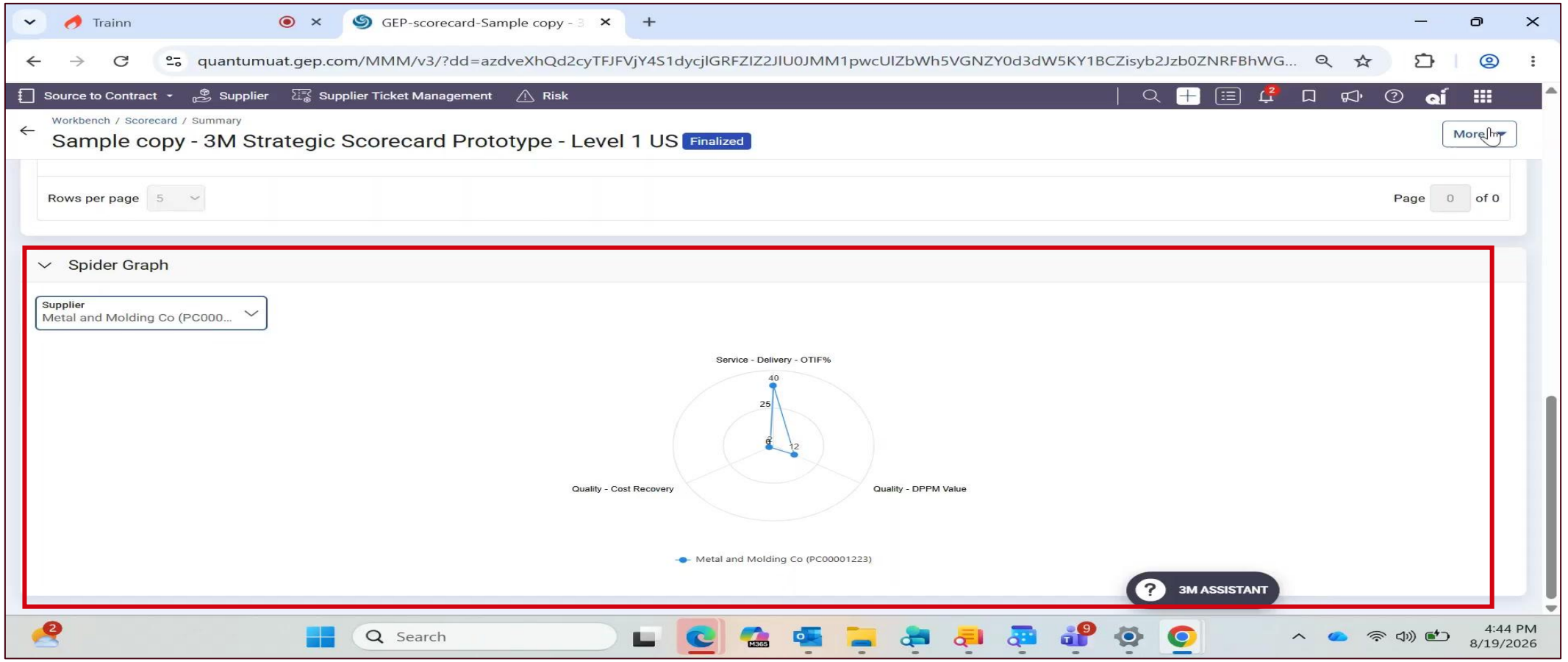
- Supplier can view the **KPI summary** and response to **critical questions** if any responded by 3M

Scorecard Summary – Overall Feedback



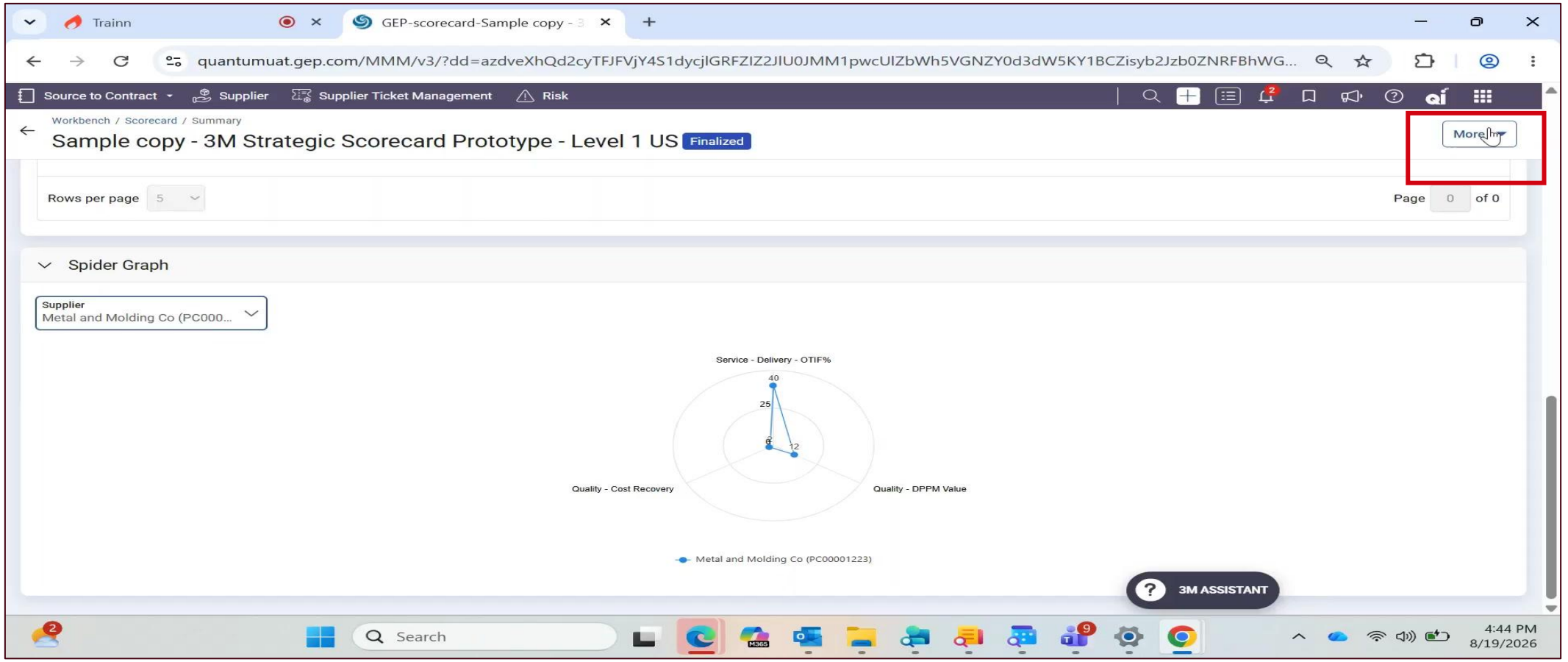
- Supplier can view the **Overall feedback** if any shared by 3M

Scorecard Summary – Spider Graph



- Supplier can view the KPI score in Spider graph format for better visualization of KPI scores

Scorecard Summary – Download



- If supplier wish to **Download** the scorecard summary they can do so by clicking on **More** and then **Export to Excel.**

Thank You