

Online Notification Guidelines

for suppliers, forwarders and customers



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2 Online notification

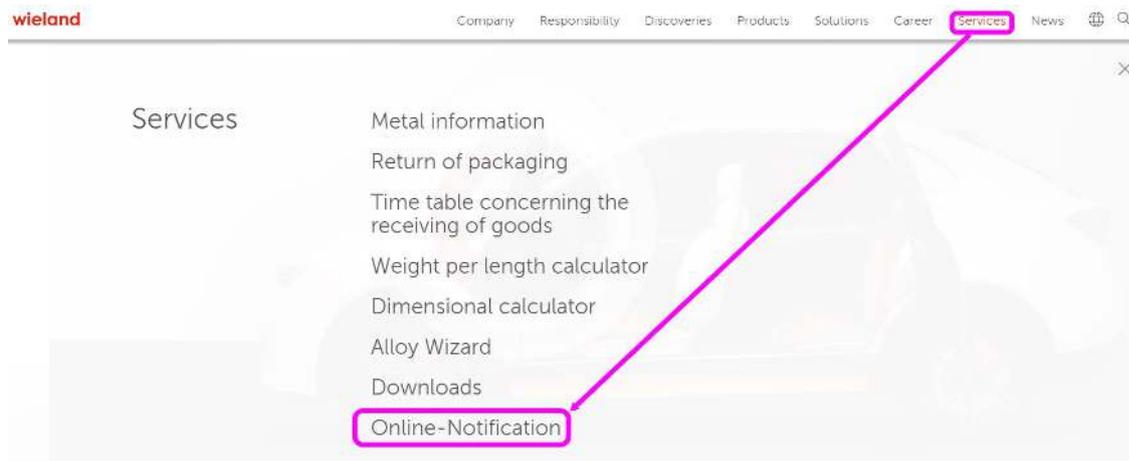
The Wieland online notification is intended for registered suppliers/forwarders and customers who deliver virgin metals or metal scrap or collect metal scrap at the Vöhringen plant.

In the application, certain time windows can be booked for the deliveries/collection. In addition, it is possible to book free booking slots in a certain time window on the current day.

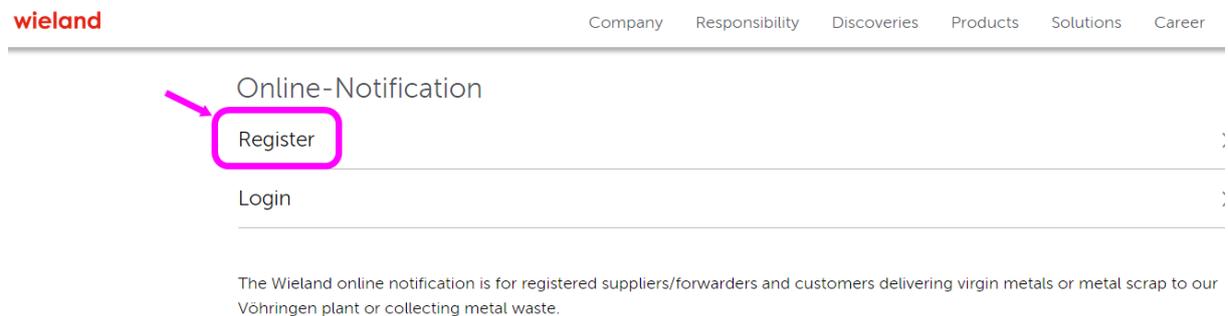
3 Registration

Basically, you must first register and then have your account activated in order to be able to notify metal deliveries online.

You can reach the link via www.wieland.com via the menu "Services \ Online Notification".



You can then register here:



FILL IN THIS FORM COMPLETELY TO REGISTER, PLEASE

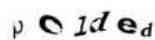
Language
  Deutsch
  English
User data

Role *	<input type="radio"/> Customer: <input type="radio"/> Vendor <input type="radio"/> Hauler	E-Mail (=User-Name)*	<input type="text"/>
Title *	<input type="radio"/> Mr.: <input type="radio"/> Mrs.:	Telephone *	<input type="text"/>
Company *	<input type="text"/>	Phone Extension *	<input type="text"/>
Name *	<input type="text"/>	Fax	<input type="text"/>
First name *	<input type="text"/>	Country *	<input type="text" value="▼"/>
Address	<input type="text"/> *	Password *	<input type="text"/>
Zip, Location	<input type="text"/> * <input type="text"/> *	Repeat Password *	<input type="text"/>

The password has to be at least 6 characters long, and must contain minimal 3 groups (capitals, small letters, numbers, special characters).

Wenn Sie uns über das Formular zur Avisierung einer Anmeldung Anfragen zukommen lassen, werden Ihre Angaben aus dem Formular inklusive der von Ihnen dort angegebenen Kontaktdaten zwecks Bearbeitung der Anfrage und für den Fall von Anschlussfragen bei uns gespeichert. Diese Daten geben wir nicht ohne Ihre Einwilligung weiter. Nach Ihrer Registrierung erhalten Sie Ihre Anmeldedaten per E-Mail zugesandt und können sich damit über die Anmeldemaske einloggen. Verantwortlich für die Datenverarbeitung: Wieland-Werke AG; Graf-Arco-Straße 36, 89079 Ulm, Deutschland, Tel: +49 731 944 0, info@wieland.com, www.wieland.com

Detaillierte Informationen zum Umgang und Verarbeitung der personenbezogenen Daten sowie zu den Betroffenenrechten finden Sie in unserer Datenschutzerklärung zur Online-Avisierung → [hier](#).

 Ich habe die → [Hinweise zum Datenschutz](#) zur Kenntnis genommen.


Please enter the characters from the picture: *

Please fill in the fields, mandatory fields are marked with "*", enter the characters from the picture and click on "Register". As soon as we have accepted your registration within one day, you will receive an e-mail from us.

4 Login

Log in, please. / Bitte melden Sie sich an:

User / Benutzer

Password / Passwort

→ Forgot password? / Passwort vergessen?

Login

Enter your user and your password.

The login can only take place if you have registered and then been activated by Wieland.

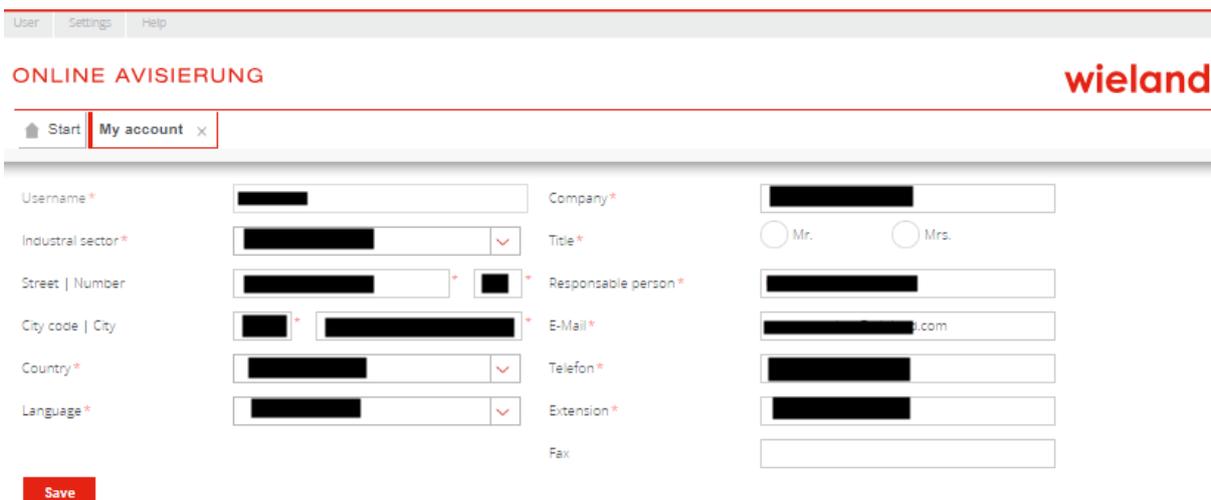
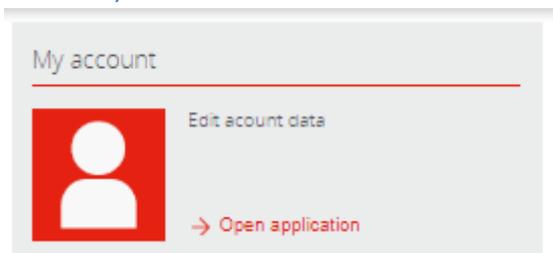
After logging in, you will see an overview of the tiles assigned to you:

The screenshot shows the user interface after a successful login. At the top, there is a navigation bar with three menu items: "User", "Settings", and "Help". The "User" item is highlighted with a red box and a red arrow pointing to it. Below the navigation bar, the text "ONLINE AVISIERUNG" is displayed on the left, and the "wieland" logo is on the right. A "Start" button with a house icon is located below the navigation bar. The main content area features three tiles: "Apply Notifications" with a truck icon, "My notifications" with a document icon, and "My account" with a person icon. Each tile includes a title, a subtitle, and a red button with a right-pointing arrow and the text "Open application".

In the menu you can log out or change your password via "User".

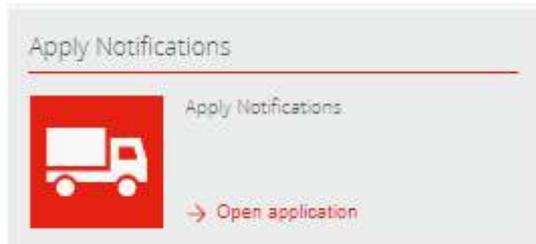
Under "Settings" you can select a language. You have the choice between German or English.

4.1 My account

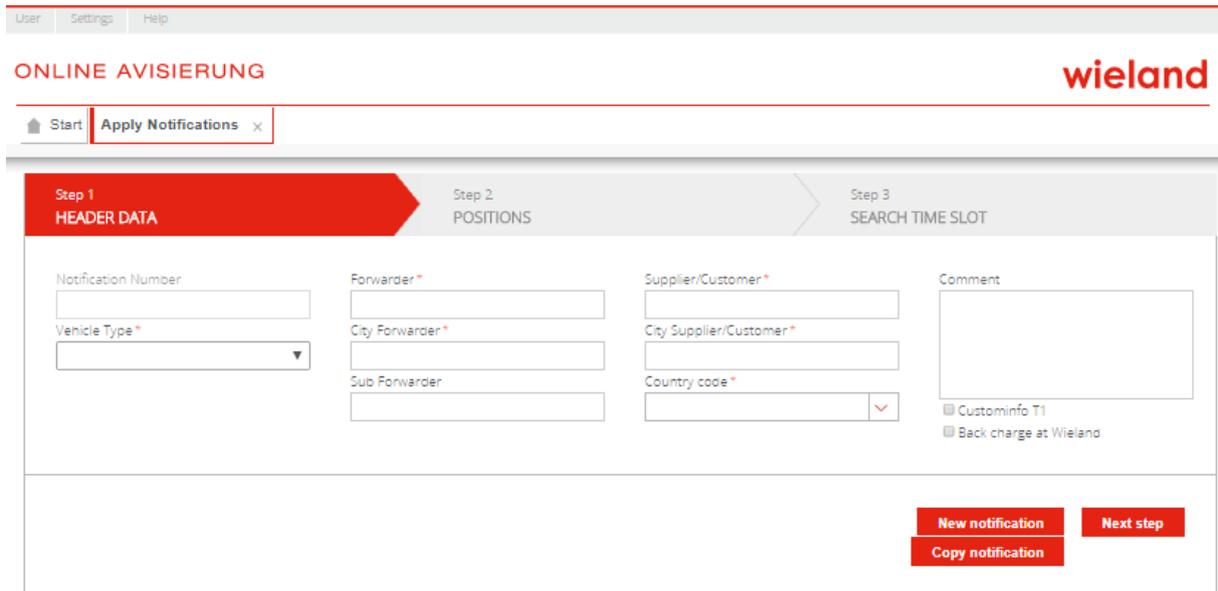


Here you can view and change your account details.

4.2 Notification login



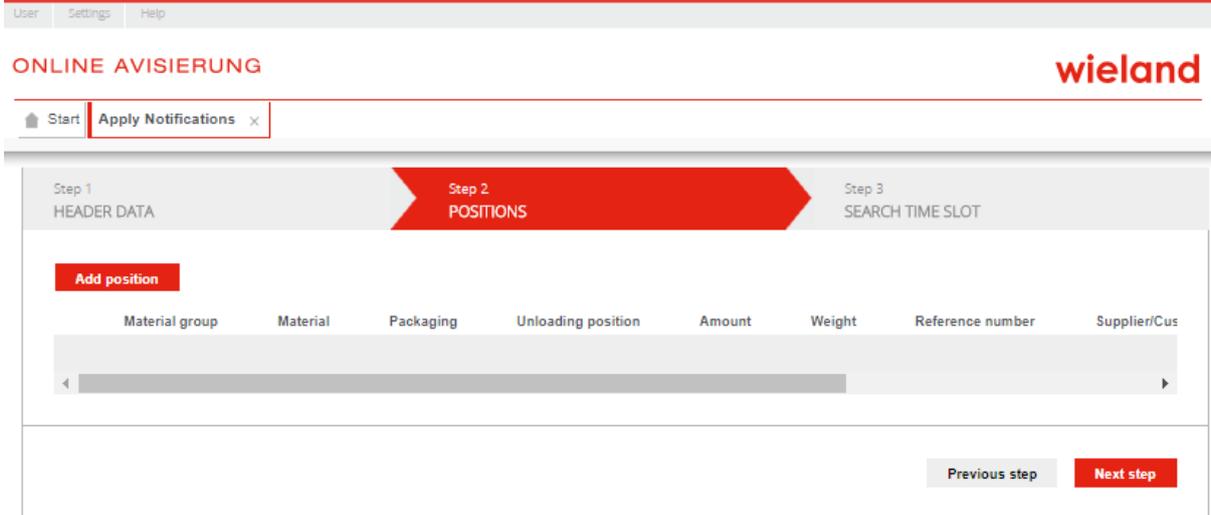
4.2.1 Entry of header data

A screenshot of a web application interface for 'ONLINE AVISIERUNG'. The top navigation bar includes 'User', 'Settings', and 'Help'. The main header shows 'ONLINE AVISIERUNG' and the 'wieland' logo. Below the header, there is a breadcrumb trail: 'Start' > 'Apply Notifications'. The main content area is divided into three steps: 'Step 1: HEADER DATA' (highlighted in red), 'Step 2: POSITIONS', and 'Step 3: SEARCH TIME SLOT'. The 'Step 1' form contains several input fields: 'Notification Number', 'Vehicle Type*' (a dropdown menu), 'Forwarder*' (with sub-fields for 'City Forwarder*' and 'Sub Forwarder'), 'Supplier/Customer*' (with sub-fields for 'City Supplier/Customer*' and 'Country code*'), and a 'Comment' text area. There are also two checkboxes: 'Custominfo T1' and 'Back charge at Wieland'. At the bottom right of the form, there are three buttons: 'New notification', 'Copy notification', and 'Next step'.

Mandatory fields (marked with *) must be filled in!

- Select vehicle type
- Then enter the vehicle number plate in the mandatory field and the trailer or semi-trailer number plate in the field below. These fields appear only after the vehicle type has been selected.
- Enter name and location of forwarder
- If you commission a subcontractor, please enter name
- Click on country, then enter supplier/customer with location
- With "Next step" you come to the entry of the positions.

4.2.2 Entry of the position data



Edit position

Material group* <input type="text" value="claimed material metal stock"/>	Brand
Material* <input type="text" value="metal claimed material"/>	Material from delivery note <input type="text"/>
Packaging* <input type="text" value="container"/>	
Amount* <input type="text"/>	
gross weight* <input type="text"/>	kg
net weight <input type="text"/>	kg
Reference number <input type="text"/>	
Supplier/Customer* <input type="text"/>	
City Supplier/Customer* <input type="text"/>	

1. Select material group:

- Collections ABH: Collection of metal scrap
- Operating supplies: Operating supplies or spare parts
- Semi-finished products: Semi-finished products as return shipments for or for further processing
- Copper: Copper metal deliveries
- Empties ALP: Empty packaging such as pallets, boxes
- Empties workshops: Stems, steel reels or customer racks
- Other metals: Metal deliveries of brass, bronze, nickel, zinc, etc.
- Swarf: Brass swarf, other swarf

2. Select material

Depending on which material group you select, the system displays the materials that can be selected in the selection list.

3. Select packaging from selection list

4. Enter number of packages (not necessary for bulk delivery)

5. Enter weight in kg

6. Reference number (optional)

7. Supplier/customer: The data from the header is copied and can be overwritten here if necessary.

8. Location supplier/customer: Is copied from the header data and can be overwritten.

- With "Previous step" you go back to the header data.
- "Next step" takes you to the booking of a time window (block).
- With "Add position" you can enter further items.
- You can send/delegate the time slot reservation to a carrier by email with "Send notification".

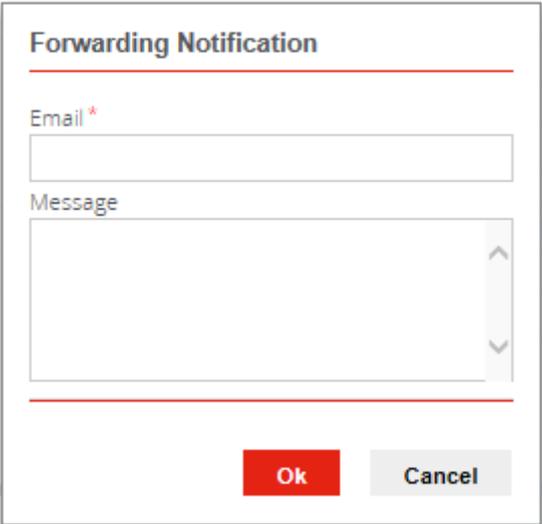
Please note that the information forms the basis for the incoming goods procedure and material evaluation at the Vöhringen plant.

It is therefore essential that you create a separate item with the necessary information

- for each material and surface (e.g. tinned, foil-coated, etc.)
- for each customer/supplier (in the case of collective deliveries)
- and for each type of packaging (lots, piece goods, etc.)!

If you do not know the means of transport or registration number of the vehicle, enter dummy values. The carrier must then update these when reserving the time slot.

4.2.3 Send notification



The image shows a software dialog box titled "Forwarding Notification". It has a white background with a thin border. At the top, the title "Forwarding Notification" is displayed in a bold, dark font, underlined by a thin red line. Below the title, there is a label "Email*" followed by a single-line text input field. Underneath that is a label "Message" followed by a larger text area with vertical scrollbars. At the bottom of the dialog, there are two buttons: a red "Ok" button and a grey "Cancel" button.

Enter the carrier's email address here. It is also possible to send a personal message.

Click "OK" to send an email to yourself for your information and to the address you entered.

This e-mail was created on behalf of the sender and was sent without personal intervention.
Diese E-Mail wurde im Auftrag des Absenders erstellt und von einem IT System automatisiert versandt.

=====

Sehr geehrte Damen und Herren.

Es wurde eine Online-Avisierung mit Kopf- und Positionsdaten angelegt.

Sie wurden von

gebeten ein Zeitfenster für diese Tour auszuwählen

Zugangsdaten

Benutzername: [REDACTED]

Passwort: Tt4DZnMY

<https://www.wieland.de/online-avisierung/app/?oavn=63542>

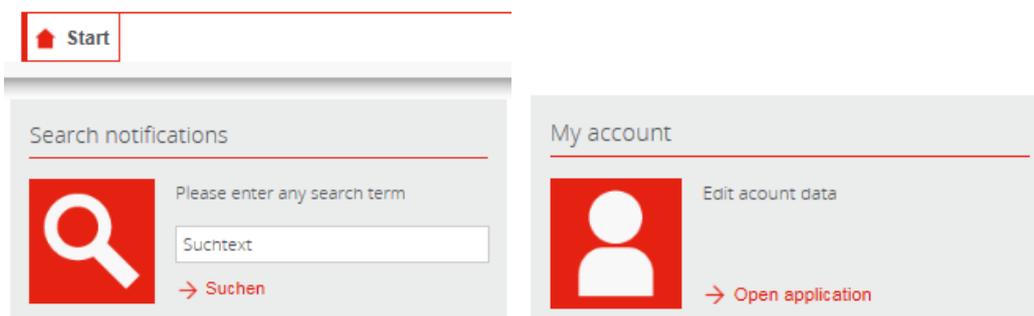
Bitte verwenden Sie den oben aufgeführten Link um die Kopfdaten (Fahrzeug und Kennzeichen) zu pflegen und Ihr Zeitfenster zu buchen

Viele Grüße

Ihr OAV-Team

The carrier can then log in here with the link sent. A user name with password is sent the first time this is done. These login details then apply for future time slot reservations. If the user is not used for a certain period of time, it is deleted.

This login takes you to the OAV



Open the OAV jobs assigned to you by clicking "My notifications".

ONLINE AVISIERUNG wieland

Start Apply Notifications <

Add position

LKW	Block	LadeSt	OAV	Pos	SKz	KennZ	Sped/Sub	Kunde/Lief	M
	06:00 - 08:00	Kupferschrotte Geb. 97	63.542	01		UL-TEST0815	Mustermann TEST	TEST	Kupf

Click an item.

ONLINE AVISIERUNG wieland

Start Meine Avisierungen x Avisierung anzeigen x

Fahrzeugtyp *	Spediteur *	Lieferant/Kunde *	Bemerkung
<input type="text" value="UL-TEST0815"/>	<input type="text" value="Mustermann TEST"/>	<input type="text" value="TEST"/>	<input type="text"/>
Fahrzeugkennzeichen	Ort Spedition *	Ort Lieferant/Kunde *	
<input type="text" value="UL-TEST0815"/>	<input type="text" value="Ulm"/>	<input type="text" value="Ulm"/>	
Datum Ankunft	Subspedition	Land *	<input type="checkbox"/> Zollinfo T1
<input type="text"/>	<input type="text"/>	<input type="text" value="Deutschland"/>	<input type="checkbox"/> Wieland Rückladung
Datum Erstverwiegung	Zeitpunkt Ankunft	Sachbearbeiter	
<input type="text"/>	<input type="text" value="00:00:00"/>	<input type="text" value="[redacted]"/>	
Datum Ausfahrt	Zeitpunkt Erstverwiegung	Telefon	
<input type="text"/>	<input type="text" value="00:00:00"/>	<input type="text" value="[redacted]"/>	
Block	Zeitpunkt Ausfahrt	E-Mail	
<input type="text" value="06:00 - 08:00"/>	<input type="text" value="00:00:00"/>	<input type="text" value="[redacted]@wieland.com"/>	
	Datum	TransportNr.	
	<input type="text" value="16.12.2019"/>	<input type="text" value="-----"/>	

Materialgruppe	Material	Verpackung	Ladestelle	Anzahl	Brutto Gewicht	Referenznummer	Kunde/Liefer
Kupfer	Kupfergranulat	Lose Schüttung	Kupferschrotte Geb. 97	2	22.196		TEST WALSER ETC

Click the pencil.

Then proceed through steps 1-3 as follows.

Step 1 → Correct the registration number of the vehicle if necessary

Step 2 → Nothing can be changed here

Step 3 → Book a time slot (next chapter)

4.2.4 Selecting the time block

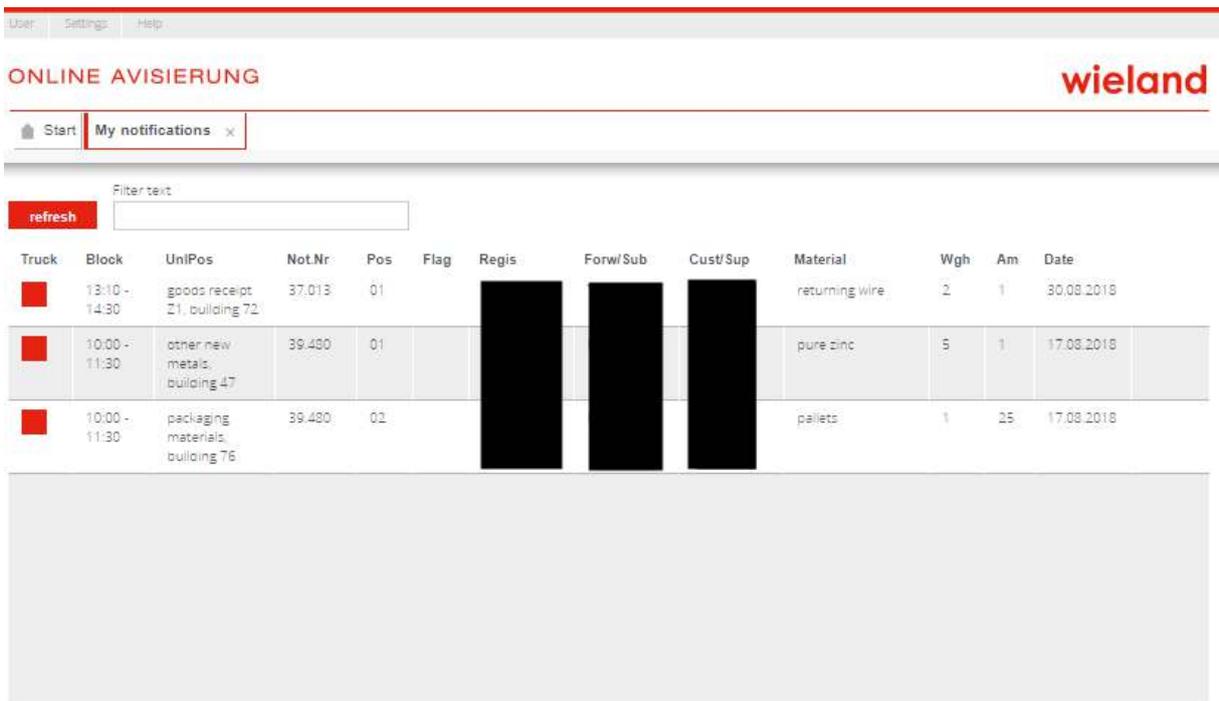
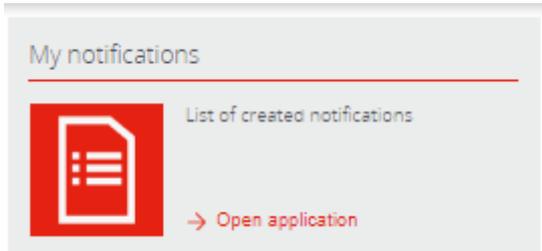
All freely available blocks are displayed in a calendar view. Click on the corresponding rectangle=block to select the block.

The selected block is displayed as follows:



With "Save" you receive the message "Storage successful - Notification number XXXXX". Please use this notification number to register at gate 17 at the Vöhringen plant.

4.3 My notifications



Your notifications are displayed here.

The icons on the left provide information about the status of the online notification.

	Carrier announced but not yet entered
	Carrier has entered the plant.
	Carrier has left the plant.

With the following icons you can...

	change the respective online notification
	delete the respective online notification

	update the view
<input type="text"/>	search
<input type="text"/> work basket ▼	restrict or extend the selection in terms of time

By clicking on a line, the corresponding online notification is displayed in another window with all data:

User Settings Help

ONLINE AVISIERUNG

Start My notifications x Show notification x

Notification Number
39400

Vehicle Type*
lorry

Vehicle Registration*
[redacted]

Arrival date
[empty]

Weigh date
[empty]

Leave date
[empty]

Block
10:00 - 11:30

Forwarder*
[redacted]

City Forwarder*
[redacted]

Sub Forwarder
[empty]

Arrival time
00:00:00

Weigh time
00:00:00

Leave time
00:00:00

Date
17.09.2018

Supplier/Customer*
[redacted]

City Supplier/Customer*
[redacted]

Country code*
[redacted]

Responsible person
[redacted]

Telefon
[redacted]

E-Mail
[redacted].com

Transport/Hr.
[empty]

Comment

Custominfo T1

Back charge at Wieland

Material group	Material	Packaging	Unloading position	Amount	Weight	Reference number
other metals	pure zinc	bundels	other new metals, building 47	1	5	
return of packaging materials to ALP	pallets	pallets	packaging materials, building 76	25	1	

With the following icons you can change and/or print your online notification.

	Change
	Print

5 General information

- Please be sure to note the unloading and loading times at Wieland-Werke AG, see website.
- If your truck does not arrive at the time (day) notified, please do not forget to postpone your notification. Otherwise you will occupy a free space that could possibly be occupied by someone else.
- If you have any questions about online notification and metal unloading procedures, our online notification team will be happy to help you:

onlineavisierung@wieland.com

Telephone +49(0)731 944-3368