

Online Notification Guidelines

for suppliers, forwarders and customers



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2 Online notification

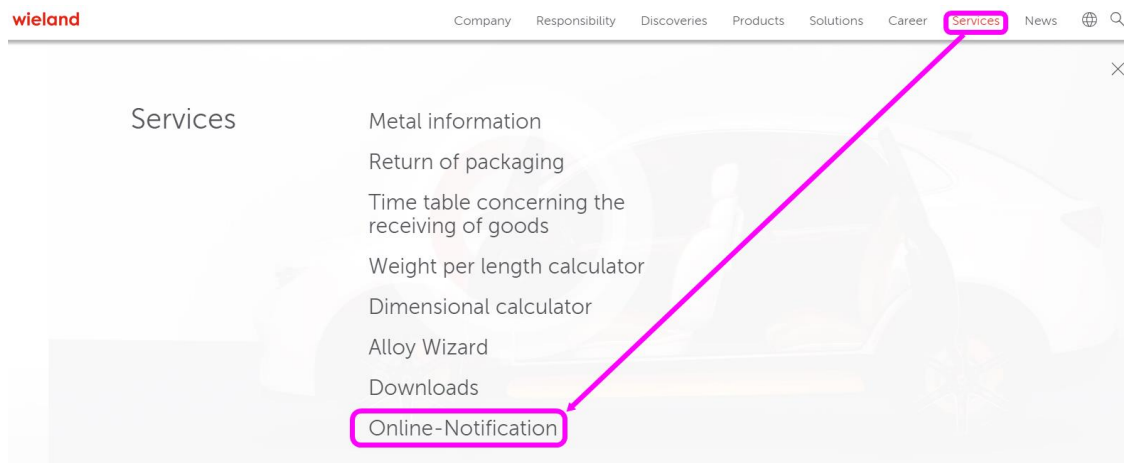
The Wieland online notification is intended for registered suppliers/forwarders and customers who deliver virgin metals or metal scrap or collect metal scrap at the Vöhringen plant.

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.

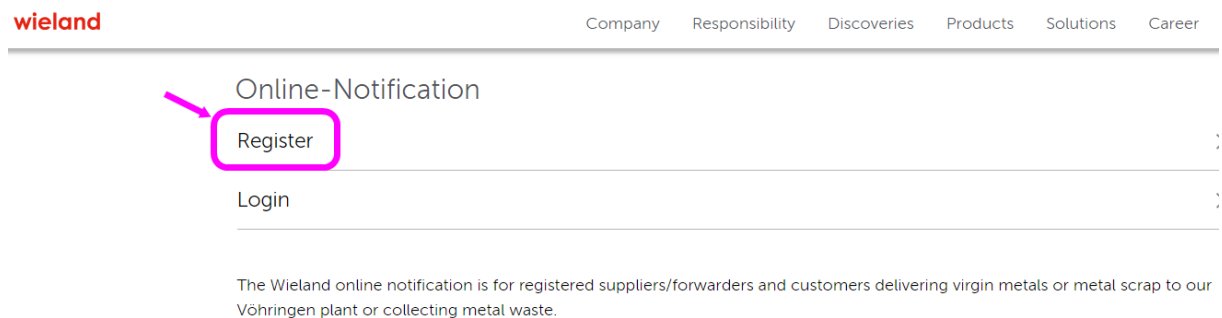
3 Registration

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:



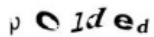
FILL IN THIS FORM COMPLETELY TO REGISTER, PLEASE

Language
  Deutsch
  English
User data

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

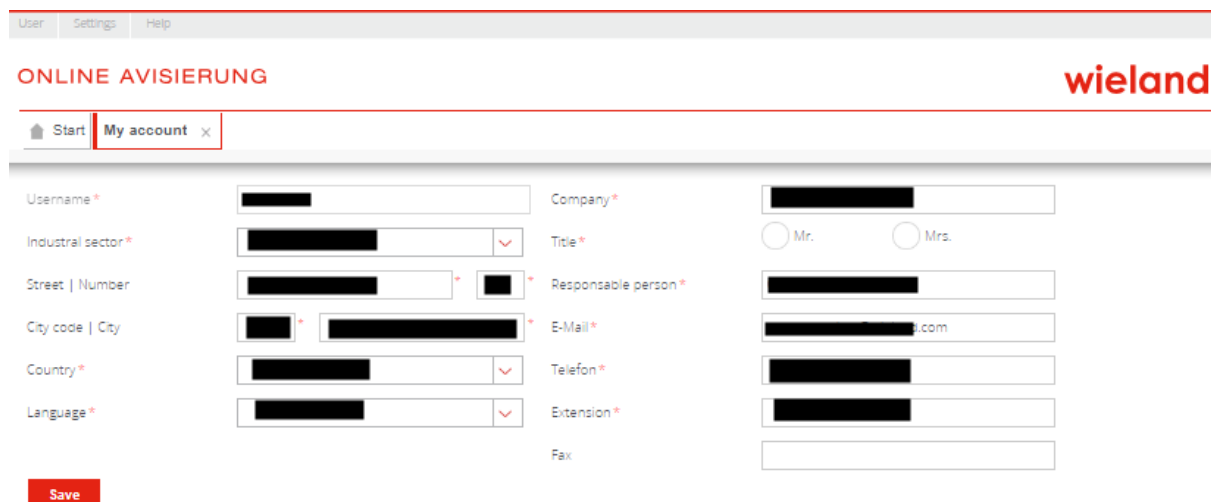
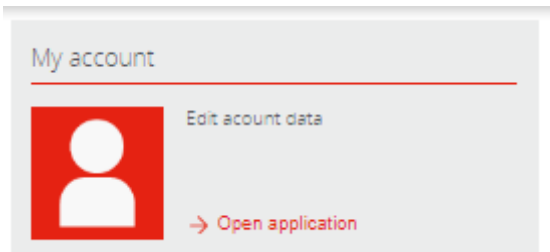
After logging in, you will see an overview of the tiles assigned to you:

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" menu 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 white icon and the text "→ Open application".

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

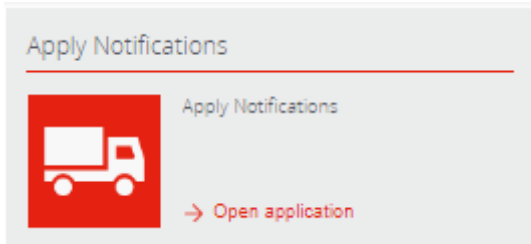
Under "Settings" you can select a language. You have the choice between German or English.

4.1 My account



Here you can view and change your account details.

4.2 Notification login



4.2.1 Entry of header data

The screenshot displays the 'ONLINE AVISIERUNG' web application interface. At the top, there is a navigation bar with 'User', 'Settings', and 'Help' links. Below this 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 the following fields:

- Notification Number (text input)
- Vehicle Type* (dropdown menu)
- Forwarder* (text input)
- City Forwarder* (text input)
- Sub Forwarder (text input)
- Supplier/Customer* (text input)
- City Supplier/Customer* (text input)
- Country code* (dropdown menu)
- Comment (text area)
- Custominfo T1 (checkbox)
- Back charge at Wieland (checkbox)

At the bottom right of the form, there are four buttons: 'New notification', 'Copy notification', 'Next step', 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

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 shipment for or for further processing
 Copper: Copper metal deliveries
 Empties ALP: Empty packaging such as pallets, boxes
 Empties workshop: 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 tons

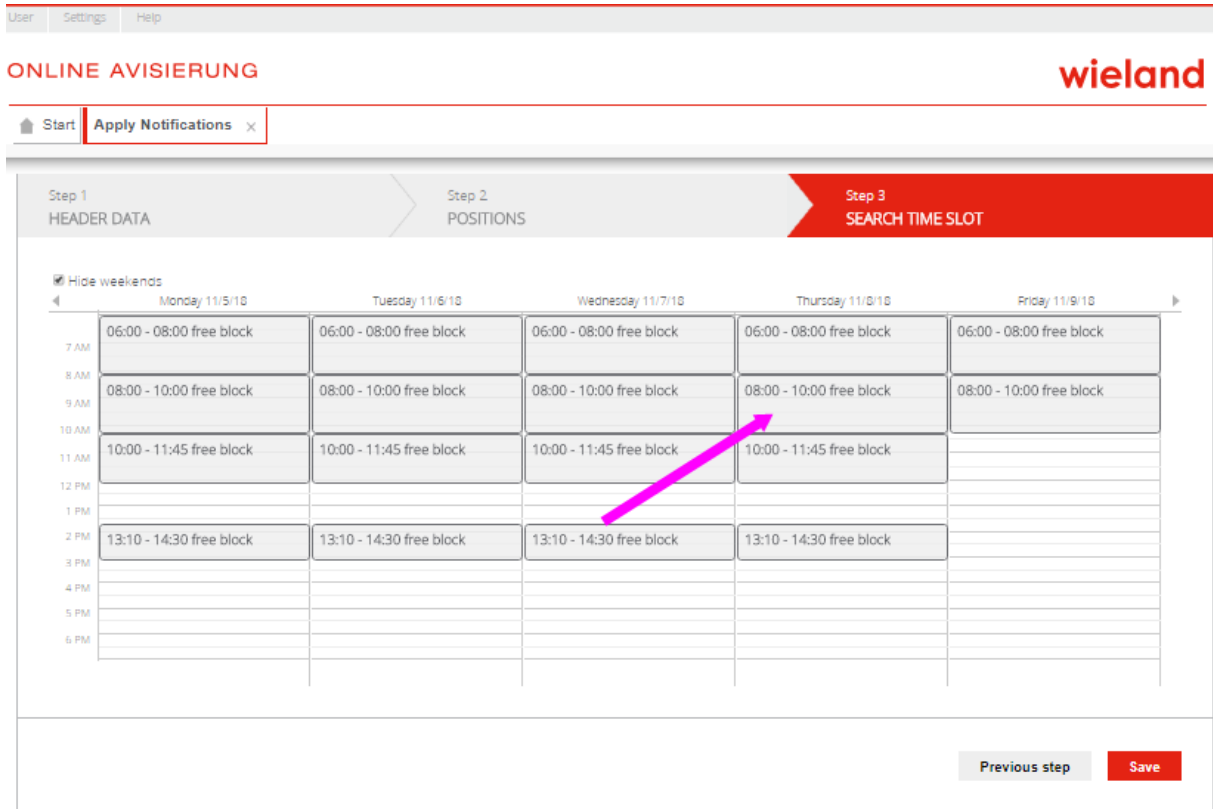
6. Reference number (optional)

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.

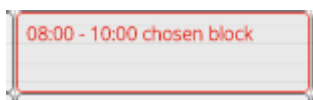
- With "Previous step" you go back to the header data.
- "Next step" takes you to the booking of a time window (block).
- With "Add position" you can enter further items.

4.2.3 Selecting the time block



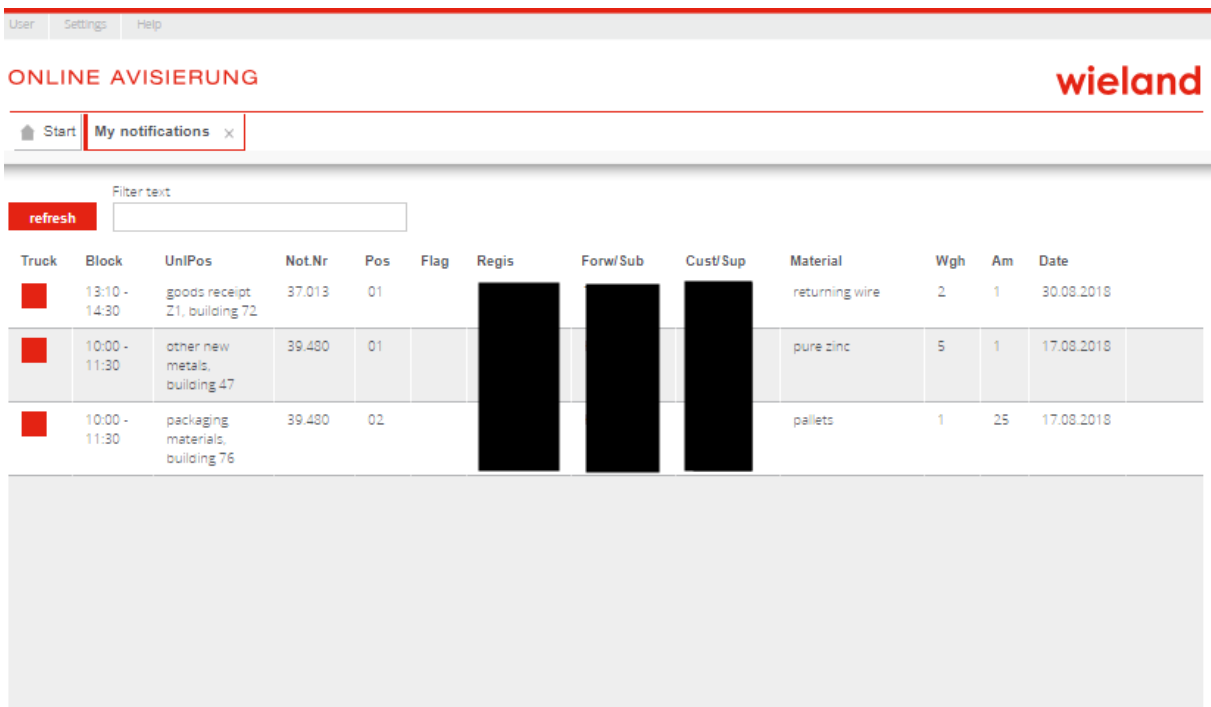
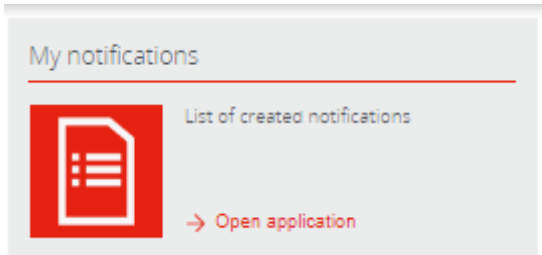
All freely available blocks are displayed in a calendar view. Click on the corresponding rectangle=block to select the block.

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 |
| Filter text | search |
| Date filter 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 39480 | Forwarder * [redacted] | Supplier/Customer * [redacted] | Comment |
| Vehicle Type * lorry | City Forwarder * [redacted] | City Supplier/Customer * [redacted] | <input type="checkbox"/> Custominfo T1 <input type="checkbox"/> Back charge at Wieland |
| Vehicle Registration * [redacted] | Sub Forwarder [redacted] | Country code * [redacted] | |
| Arrival date | Arrival time 00:00:00 | Responsible person [redacted] | |
| Weigh date | Weigh time 00:00:00 | Telefon [redacted] | |
| Leave date | Leave time 00:00:00 | E-Mail [redacted].com | |
| Block 10:00 - 11:30 | Date 17.09.2018 | TransportHr. [redacted] | |

| 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

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