



Product Information Manager PIM

Supplier Guide for PIM Create a Shipper

How to Create a Shipper - WebUI

- Supplier Login Page <http://pim.aafes.com>



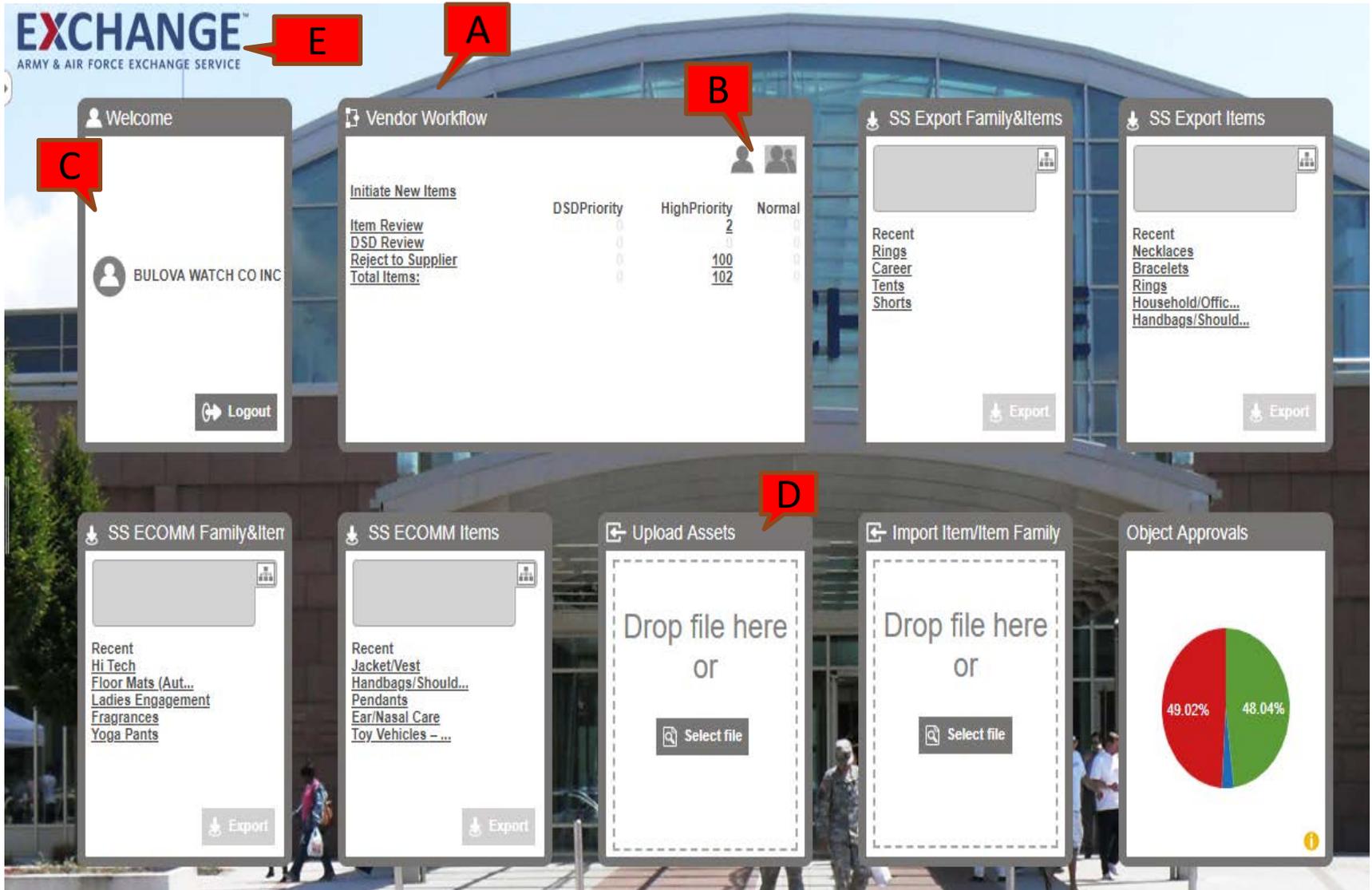
A. The single person icon  allows you to see items assigned to you and the multiple person  icon allows you to see items assigned to you and any group you are a member of.

B. Welcome Widget displays your username

C. Upload Assets such as Image thumbnails and product information sheets

D. Clicking on the Exchange logo  will bring you back to the homepage

How to Create a Shipper



E points to the EXCHANGE logo.

A points to the Vendor Workflow header.

B points to the user profile icon in the Vendor Workflow header.

C points to the user profile icon in the Welcome sidebar.

D points to the Upload Assets header.

Vendor Workflow Data:

	DSDPriority	HighPriority	Normal
Initiate New Items			
Item Review	0	2	0
DSD Review	0	0	0
Reject to Supplier	0	100	0
Total Items:	0	102	0

SS Export Family&Items Recent Items:

- Rings
- Career
- Tents
- Shorts

SS Export Items Recent Items:

- Necklaces
- Bracelets
- Rings
- Household/Offic...
- Handbags/Should...

SS ECOMM Family&Items Recent Items:

- Hi Tech
- Floor Mats (Aut...
- Ladies Engagement
- Fragrances
- Yoga Pants

SS ECOMM Items Recent Items:

- Jacket/Vest
- Handbags/Should...
- Pendants
- Ear/Nasal Care
- Toy Vehicles - ...

Object Approvals:

49.02%	48.04%
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- Create your Shipper by initiating a new Item not an Item Family.
- Before creating your shipper all component items will need to be completed through the workflow and approved.
- THE SHIPPER Inner Pack Size, and the Case Pack Size will always be a value of 1.



ARMY & AIR FORCE EXCHANGE SERVICE

• BULOVA WATCH CO INC


Create New Item

*GPC Brick** Biscuits/Cookies (Shelf Stable) 

*Item Name**

GTIN

GTIN Type 

Brand

Buyer Case Name 

*Country Of Origin** 

Department Number 

Made In America (Y/N) 

*Online Item** 

*Product Description**

Supplier Discontinue Date

*VPN (Vendor Product Number)**

Primary Product Ship Point

ID	Title
SHIPPOINT_09380000	BULOVA WATCH CO INC 

Additional Ship Points

ID	Title
	



How to Create a Shipper

- › Under Vendor Workflow Widget, Item Review
- › Click on the number next the normal column
- › Check Box Under “Assigned To.....”
- › Click on file name to complete tabs
 - › If you do not check the box up front, the data will not save

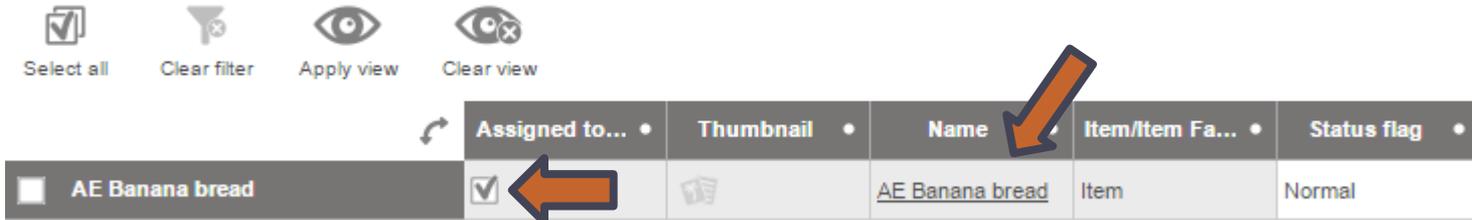


Vendor Workflow

Initiate New Items

	DSDPriority	HighPriority	Normal
Item Review	0	13	1
DSD Review	0	1	0
Reject to Supplier	0	19	0
Total Items:	0	33	1

Buy-Side Item - Item Review



Select all Clear filter Apply view Clear view

	Assigned to...	Thumbnail	Name	Item/Item Fa...	Status flag
<input type="checkbox"/>	<input checked="" type="checkbox"/>		AE Banana bread	Item	Normal

➤ Complete all additional information

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Item Details Primary Product Hierarchy > Product Root > Products > Food/Beverage/Tobacco > Bread/Bakery Products > Biscuits/Cookies > Biscuits/Cookies (Shelf Stable) > SHIPPER

Characteristics | Product Details | Category Specifics | Packaging Hierarchy | References | Asset/Documents

Weight*

Weight UOM*

Inner Pack Size*

Case Pack Size*

Factory

HTS Code

Packing Method*

Pack Item

Short Description

Size*

Description 4 (Warranty Information)

Features - Benefits- Marketing Message

Includes

Lithium

MSRP Restriction

Product Overview- Long Description

Primary Product Ship Point*

ID	Title	
SHIPPOINT_09380000	BULOVA WATCH CO INC	✖

Additional Ship Points

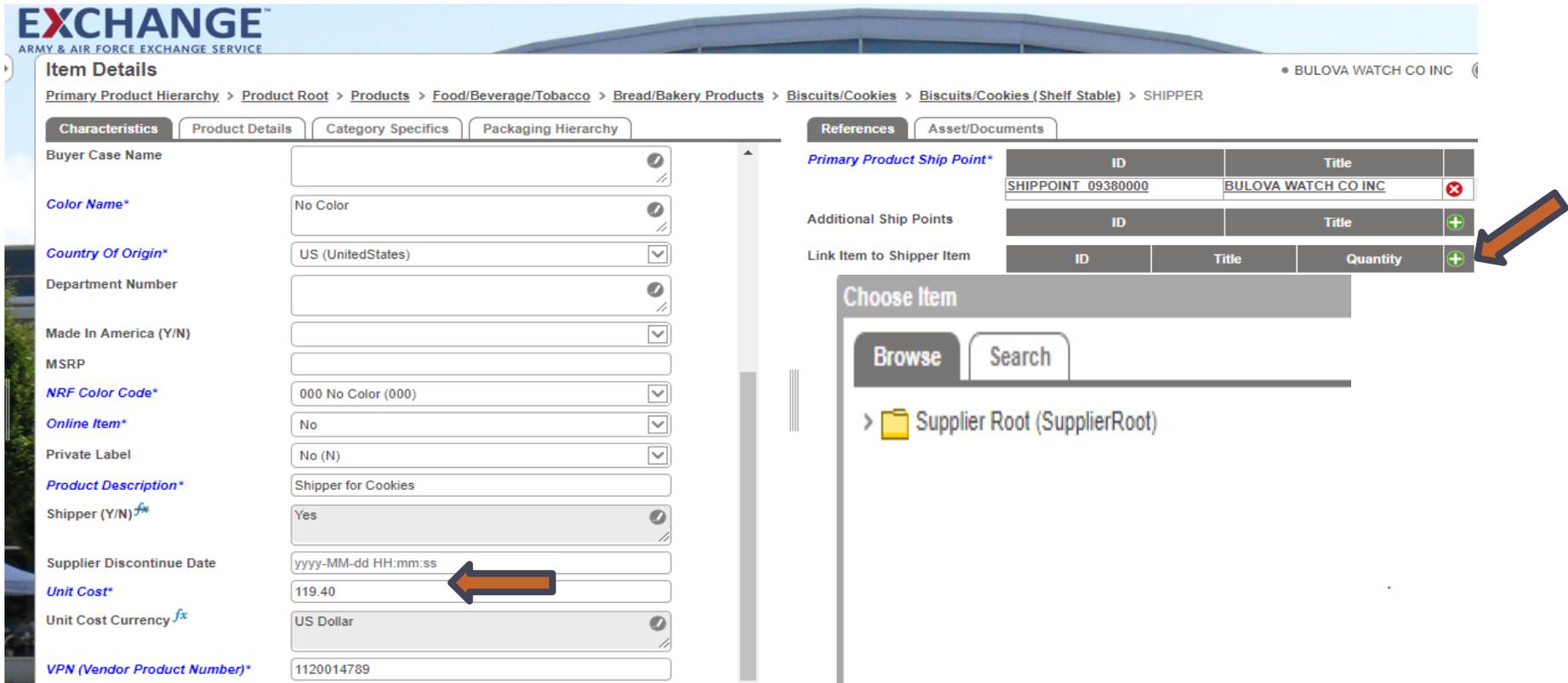
ID	Title	
		+

Link Item to Shipper Item

ID	Title	Quantity	
			+

↶ Reset | 💾 Save | ➡ Submit | ➡ Request | ➡ Reject Items

- › Under Characteristics Tab
 - › The “Unit Cost” should be the combined total of all the cost items in the shipper
- › **Click on green plus to link items to shipper item**
- › Search Vendor Name



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Item Details • BULOVA WATCH CO INC

Primary Product Hierarchy > Product Root > Products > Food/Beverage/Tobacco > Bread/Bakery Products > Biscuits/Cookies > Biscuits/Cookies (Shelf Stable) > SHIPPER

Characteristics | Product Details | Category Specifics | Packaging Hierarchy

Buyer Case Name

Color Name* No Color

Country Of Origin* US (UnitedStates)

Department Number

Made In America (Y/N)

MSRP

NRF Color Code* 000 No Color (000)

Online Item* No

Private Label No (N)

Product Description* Shipper for Cookies

Shipper (Y/N)^{fx} Yes

Supplier Discontinue Date yyyy-MM-dd HH:mm:ss

Unit Cost* 119.40

Unit Cost Currency^{fx} US Dollar

VPN (Vendor Product Number)* 1120014789

References | Asset/Documents

Primary Product Ship Point*

ID	Title	
SHIPPOINT_09380000	BULOVA WATCH CO INC	✖

Additional Ship Points

ID	Title	
		+

Link Item to Shipper Item

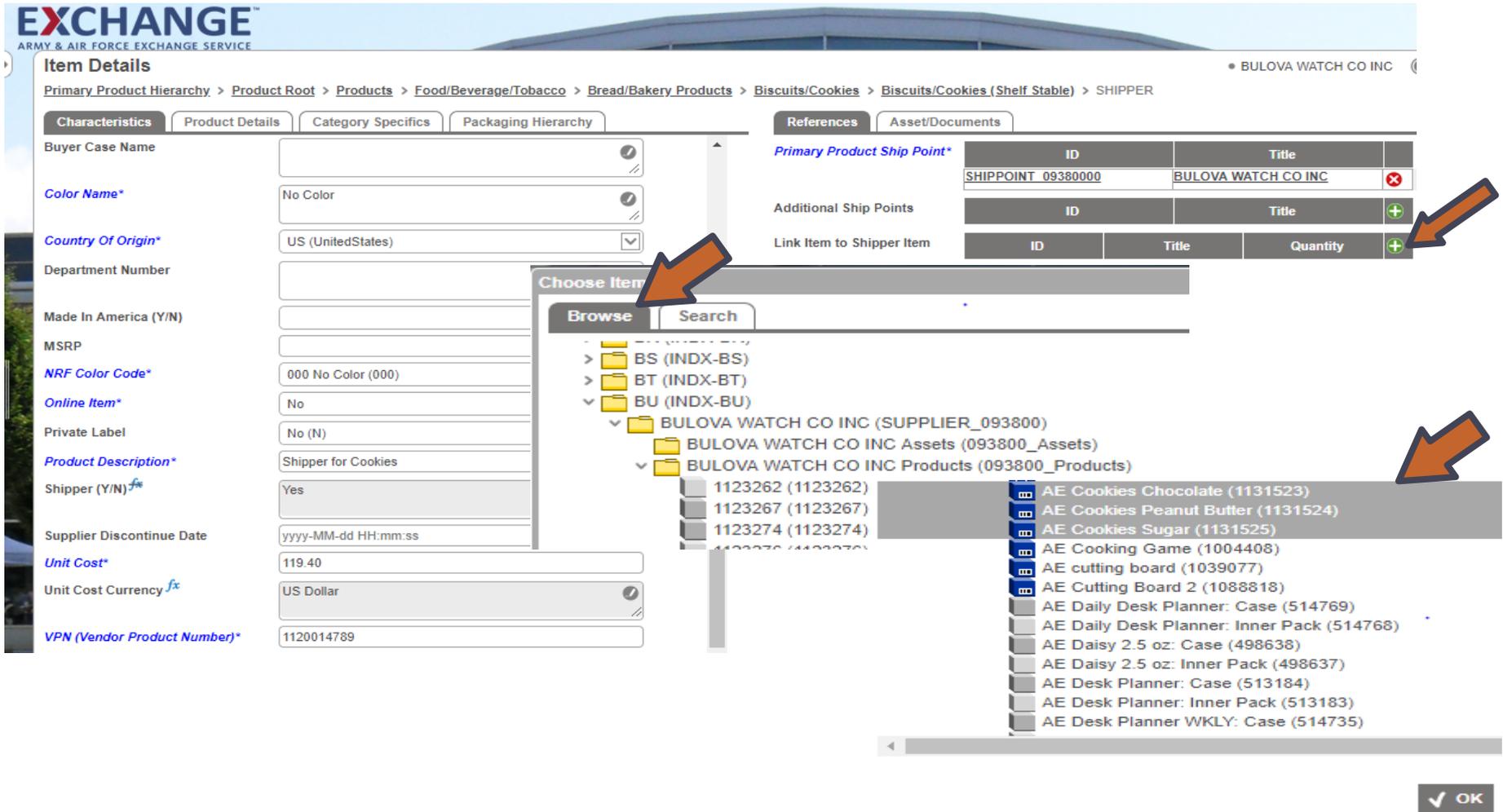
ID	Title	Quantity	
			+

Choose Item

Browse Search

>  Supplier Root (SupplierRoot)

- Browse to search Vendor Name : Click on Vendor name to expand on Products.
 - If the supplier has more than 1000 items in their Products folder they will need to search by PIM Item Name to add the items
- Locate items to select multiple item, hold shift, click on all items then click OK



Item Details • BULOVA WATCH CO INC

Primary Product Hierarchy > Product Root > Products > Food/Beverage/Tobacco > Bread/Bakery Products > Biscuits/Cookies > Biscuits/Cookies (Shelf Stable) > SHIPPER

Characteristics | Product Details | Category Specifics | Packaging Hierarchy | References | Asset/Documents

Buyer Case Name:

Color Name*: No Color

Country Of Origin*: US (UnitedStates)

Department Number:

Made In America (Y/N):

MSRP:

NRF Color Code*: 000 No Color (000)

Online Item*: No

Private Label: No (N)

Product Description*: Shipper for Cookies

Shipper (Y/N)^{f*}: Yes

Supplier Discontinue Date: yyyy-MM-dd HH:mm:ss

Unit Cost*: 119.40

Unit Cost Currency^{fx}: US Dollar

VPN (Vendor Product Number)*: 1120014789

Primary Product Ship Point*

ID	Title
SHIPPOINT_09380000	BULOVA WATCH CO INC

Additional Ship Points

ID	Title

Link Item to Shipper Item

ID	Title	Quantity

Choose Item

Browse | Search

- BS (INDX-BS)
- BT (INDX-BT)
- BU (INDX-BU)
 - BULOVA WATCH CO INC (SUPPLIER_093800)
 - BULOVA WATCH CO INC Assets (093800_Assets)
 - BULOVA WATCH CO INC Products (093800_Products)
 - 1123262 (1123262)
 - 1123267 (1123267)
 - 1123274 (1123274)
 - 1123276 (1123276)
 - AE Cookies Chocolate (1131523)
 - AE Cookies Peanut Butter (1131524)
 - AE Cookies Sugar (1131525)
 - AE Cooking Game (1004408)
 - AE cutting board (1039077)
 - AE Cutting Board 2 (1088818)
 - AE Daily Desk Planner: Case (514769)
 - AE Daily Desk Planner: Inner Pack (514768)
 - AE Daisy 2.5 oz: Case (498638)
 - AE Daisy 2.5 oz: Inner Pack (498637)
 - AE Desk Planner: Case (513184)
 - AE Desk Planner: Inner Pack (513183)
 - AE Desk Planner WKLY: Case (514735)

✓ OK

- › Under the Link item to Shipper Item
 - › You will see your items you have selected under title column
 - › Enter Quantity of each item
- › Once completed Click Save and Submit

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Item Details • BULOVA WATCH CO INC

Primary Product Hierarchy > Product Root > Products > Food/Beverage/Tobacco > Bread/Bakery Products > Biscuits/Cookies > Biscuits/Cookies (Shelf Stable) > SHIPPER

Characteristics | Product Details | Category Specifics | Packaging Hierarchy | References | Asset/Documents

Buyer: Trentham, Susan G. (JL)

Buyer Case Name:

Color Name*: No Color

Country Of Origin*: US (UnitedStates)

Department Number:

Made In America (Y/N):

MSRP:

NRF Color Code*: 000 No Color (000)

Online Item*: No

Private Label: No (N)

Product Description*: Shipper for Cookies

Shipper (Y/N)^{fx}: Yes

Supplier Discontinue Date: yyyy-MM-dd HH:mm:ss

Unit Cost*: 119.40

Unit Cost Currency^{fx}: US Dollar

VPN (Vendor Product Number)*: 112001

Primary Product Ship Point*

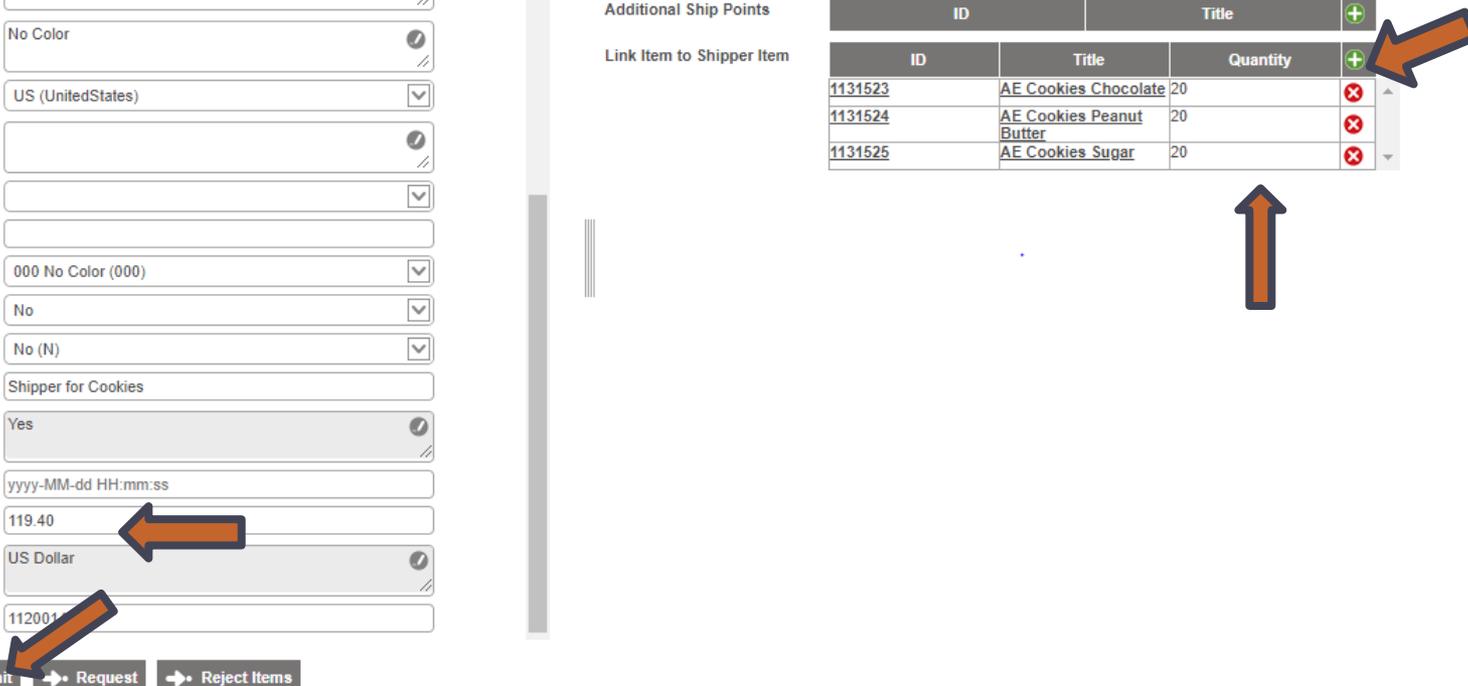
ID	Title	
SHIPPOINT_09380000	BULOVA WATCH CO INC	✖

Additional Ship Points

ID	Title	
		+

Link Item to Shipper Item

ID	Title	Quantity	
1131523	AE Cookies Chocolate	20	✖
1131524	AE Cookies Peanut Butter	20	✖
1131525	AE Cookies Sugar	20	✖





**PIM email address
pimadmin@aafes.com**



Thank You!