

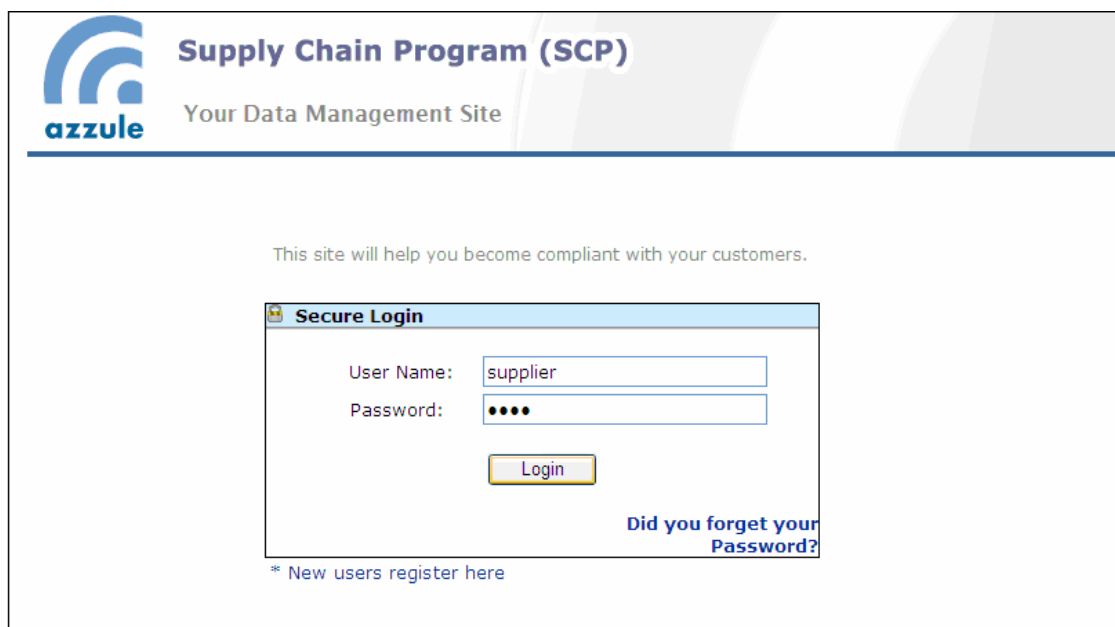
Azzule Supply Chain Program

How To Send Data To Your Customer(s)

v1.0 01072012

Sending data your customers via the Azzule Supply Chain Program (ASCP) adds value to the data because your customers add the data to their databases as opposed to storing it in an inbox or a file folder. Now, the verified data will be searchable and will be used by your customers to show how you manage your supply chain food safety status. This help sheet explains how to send data to your customers.

- 1) Go to the following website and login with your “User Name” and “Password”: <https://secure.azzule.com/SupplyChain/Login.aspx>



Supply Chain Program (SCP)
Your Data Management Site

This site will help you become compliant with your customers.

Secure Login

User Name:

Password:

[Did you forget your Password?](#)

[* New users register here](#)

- 2) When you login into your SCP Site, please click on “Connect & Comply”.



Supply Chain Program (SCP)

Welcome Back Monica | Home | My Profile | Cart | Print | Sign Out

For Testing Only

Connect & Comply | Upload | Archive | Help

3) The Connect & Comply page:

This page has three options in the top right hand side of the screen:-



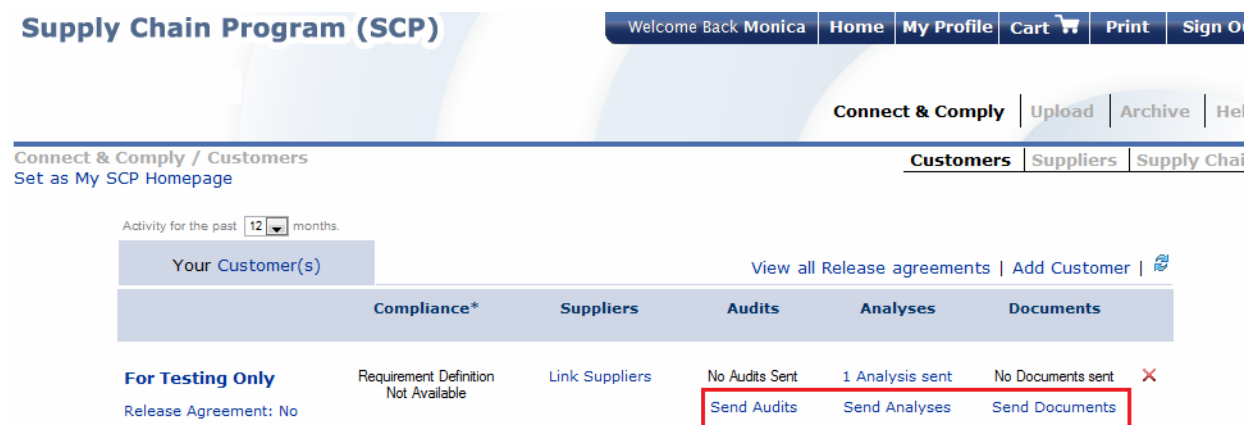
- **Customer Screen:** allows you to see the customers with whom you have already connected, send data to these customers, see any release agreements with these customers and add new customers.
- **Supplier Screen:** allows you to see the suppliers you have already selected, retrieve data from these suppliers, see any release agreements with these suppliers and add new customers.
- **Supply Chain:** is a combination of the previous two screens with suppliers at the bottom of the screen and customers at the top, along with the data you have on hand under “Your Supply Chain Information.”

In this help sheet we are learning how to send data to the customer.

4) Sending data to a customer:

4.1) On the customer screen you can see the customers to whom you are currently connected. If you do not see a customer, use the “Add Customer” feature (please see the “[How To Add A Customer To Your Supply Chain Program](#)”). If the customer is already on your supply chain site and you are ready to send data, then select one of the following:

- Send Audits
- Send Analyses
- Send Documents



After this point the process is the same for all three types of data. For demonstration purposes we will “Send Audits” to our “For Testing Only” customer.

4.2) Choosing data:

After clicking on “Send Audits”, we then have to choose the audits to send. The basic search is based on a specific time period, but by clicking on “Advanced Search”, there are more search tools available.

Audits Report

Date: 8/26/2010 To: 8/26/2011 Load Report

If you don't find the Audit in this report, you can [Retrieve it](#) from a Supplier or Click here to [Add a new Audit](#)

Advanced Search

Supplier: All Suppliers
Type: All Types
Location:
Product:
Auditee:
Audit ID:

4.3) After clicking on “Load Report”, the available audits will be seen.

Audits Report

[Previous Page](#)

Date: 8/26/2010 To: 8/26/2011 Load Report

If you don't find the Audit in this report, you can [Retrieve it](#) from a Supplier or Click here to [Add a new Audit](#)

Advanced Search

| Send All the Audits | | | | | | | Send selected Audits | |
|---------------------|--------------|---|-------------|----------|---|-----------------|--------------------------|------|
| ID | Date | Auditee | Score/Grade | Products | Remark(s) | Tracking | <input type="checkbox"/> | Send |
| 151045 | Aug 25, 2011 | Ranch: Higuerita Customer: Sunkist Test Customer | Passed | | Audit Type: -- Not Listed -- Location: Chipin / Chiapas / Mexico Auditing Co.: PrimusLabs Audit Scheme: PrimusGFS | Review Tracking | <input type="checkbox"/> | |
| 151782 | Aug 18, 2011 | Customer: Sunkist Test Customer | Passed | | Audit Type: Good Manufacturing Practices (GMP, Facility) Location: Test Yair / Sinaloa / Mexico Auditing Co.: SILLIKER, Inc | Review Tracking | <input type="checkbox"/> | |

Click here to see the data

Click here to see the data tracking history

Click to select an audit for sending

4.4) Select the audits you would like to send by checking the box on the right hand side of the screen.

Date: 8/26/2010 To: 8/26/2011 Load Report

If you don't find the Audit in this report, you can [Retrieve it](#) from a Supplier or Click here to [Add a new Audit](#)

Advanced Search

| Send All the Audits | | | | | | | Send selected Audits | |
|---------------------|--------------|---|-------------|----------|--|-----------------|-------------------------------------|------|
| ID | Date | Auditee | Score/Grade | Products | Remark(s) | Tracking | <input type="checkbox"/> | Send |
| 151045 | Aug 25, 2011 | Ranch: Higuerita Customer: Sunkist Test Customer | Passed | | Audit Type: -- Not Listed -- Location: Chipin / Chiapas / Mexico Auditing Co.: PrimusLabs Audit Scheme: PrimusGFS | Review Tracking | <input checked="" type="checkbox"/> | |

4.5) Option to add more customers when sending the data:

The next screen allows you the option of adding more customers. However, if you wish to only ‘send’ to the customer already selected, just click on “Next”:

Select Customer(s) to Send

Search Customers

Search

Alberts Organics
Barbara Taylor
Brookshires
Custom Produce Sales
Darden Restaurants

>>

★ My Favorites

>>

I want to send 1 Audit(s) to:

| Customer | |
|--------------------|--------|
| ★ For Testing Only | Remove |

Next

4.6) The shopping cart screen:

This screen shows you what you have currently ready to send and the cost of sending.

My Shopping Cart

Supply Chain Shopping Cart Billing Check out

Payment Type Information

Payment Type: Deposit

Data may take up to 24 hours to be posted in your customers site

| Concept | Description | Quantity | Price | Total | |
|---------------|-----------------------------------|----------|-------|-------|--------|
| Send Audit(s) | Date range: 08/26/2010-08/26/2011 | 1 | \$10 | \$10 | Remove |
| | | 1 | \$10 | \$10 | |

Total Quantity: 1

Subtotal: \$ 10

Total: \$ 10

Go back to the Main page and add more items Next

4.7) Credit card screen:

When paying for sending data you can use the credit card details that are in your profile (accessible at the top of all pages adjacent to the “Home” key) or use a different card. Click “Update to Current” to save the credit card details for future transactions.

Update Card Information

Supply Chain

Shopping Cart

Billing

Check out

☒ Use Current

☐ Use this one

Payment Type: Deposit

Card type:

VISA MasterCard AMEX PayPal

Credit Card Number:

Cardholder's name:

Expiration month:

Expiration year:

Card Verification Value: [What is this?](#)

Billing Address (1)

Billing Address (2)

Billing Zip Code

☐ Update to Current

4.8) Check out screen:

Before submitting your order double check the information to ensure it is correct. Click “Checkout Order” to finish the process and send the data.

Check Out Order

Supply Chain

Shopping Cart

Billing

Check out

Reference Information

Date:

August 26, 2011

Transaction Amount:

\$ 10.00

Payment Type Information

Payment Type:

Deposit

Payment Details

| Transaction | Description | Quantity | Price | Total |
|---------------|-----------------------------------|----------|-------|---------|
| Send Audit(s) | Date range: 08/26/2010-08/26/2011 | 1 | 10.00 | \$10.00 |
| Total | | | | \$10.00 |

Total Quantity:

1

Subtotal: \$

10

Total: \$

10

Go back to the Main page and add more items

Back

Checkout Order