

# XCARRIER SUPPLEMENTAL TRAINING

**REQUESTING FIRST-TIME USER ACCOUNT** 

February 6, 2020

AEROXCARRIERSUPPORT@HONEYWELL.COM



## NAVIGATING TO THE PORTAL PAGE

- Type (or copy and paste) <u>SCC.Honeywell.com</u> into your preferred browser
  - Google Chrome, Mozilla Firefox, and Internet Explorer are all compatible with the portal



- Select "I need an ID"

| Honeywell   |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|
| Supply Chain C  | Collaboration  |  |  |  |  |  |  |  |
| Gi Suppliers must register issued email addresser addresses will not be iss | er and use official work<br>es. Non company en ail<br>ued a SCC account. |  |  |  |  |  |  |  |
| Honeywell ID  | l need an ID   |  |  |  |  |  |  |  |
| myemail@example.com   |  |  |  |  |  |  |  |  |
| Password  | Forgot Password?   |  |  |  |  |  |  |  |
| Remember me   | Manage my account  |  |  |  |  |  |  |  |
| SIGN  | SIGN IN  |  |  |  |  |  |  |  |
| By signing in, you agree to the Terms & Conditions                          |  |  |  |  |  |  |  |  |

### HASP / xCarrier Portal is at scc.Honeywell.com.

## **ENTERING REQUIRED DETAILS**

 Enter your first name, last name, and company email address in the fields as prompted

| Honeywell                                      |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|
| Supply Chain Collaboration                     |  |  |  |  |  |  |  |
| Enter the details to create your Honeywell ID. |  |  |  |  |  |  |  |
| First Name                                     |  |  |  |  |  |  |  |
| Felicia  |  |  |  |  |  |  |  |
| Last Name                                      |  |  |  |  |  |  |  |
| Wallace  |  |  |  |  |  |  |  |
| Email  |  |  |  |  |  |  |  |
| felicia.wallace@suppliercompany.com            |  |  |  |  |  |  |  |
| Password                                       |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Confirm Password                               |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| I am at least 18 years old                     |  |  |  |  |  |  |  |
| REGISTER                                       |  |  |  |  |  |  |  |
| Cancel Account Registration                    |  |  |  |  |  |  |  |

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## **ENTERING REQUIRED DETAILS**

#### Honeywell

#### Supply Chain Collaboration

## Decide on your password

- Be sure to follow the rules listed in the pop-up box
- It is strongly encouraged that you use a unique password rather than reusing an existing one
- It is strongly encouraged that you choose a password that fills up the "Strength" bar as seen in this screenshot

| <ul> <li>Must be between 8 and 64 characters long ✓</li> <li>Must contain valid characters ✓</li> <li>Must contain only characters from at least three of the following four categories:         <ul> <li>English uppercase characters (A - Z) ✓</li> <li>English lowercase characters (a - z) ✓</li> <li>Base-10 numeric digits (0 - 9) ✓</li> <li>Non-alphanumeric (for example: !, \$, #, or %) ·</li> </ul> </li> </ul> | Passw   | rord Rules:  |
|---|---------|--|
| Strength:   |         | Must be between 8 and 64 characters long ✓<br>Must contain valid characters ✓<br>Must contain only characters from at least three of the<br>following four categories:<br>• English uppercase characters (A - Z) ✓<br>• English lowercase characters (a - z) ✓<br>• Base-10 numeric digits (0 - 9) ✓<br>• Non-alphanumeric (for example: 1 \$ # or %)) |
| ••••••  | Streng  | <ul> <li>Non-alphanumeric (for example: !, \$, #, or %)</li> </ul>   |
| Confirm Descuyord   |         |  |
|   |         |  |
|   | Confirm | n Password   |
| I am at least 18 years old  | Confirm | m Password<br>n at least 18 years old  |
| ] I am at least 18 years old REGISTER   | Confirm | m Password n at least 18 years old REGISTER  |

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## **ENTERING REQUIRED DETAILS**

### Re-enter your password

- Make sure you type it exactly as you did above or you will not be able to proceed
- Confirm you are 18 years of age or older by checking the box
- Double-check your entries above to ensure you haven't made any typos
- Select "Register"

#### Honeywell

Supply Chain Collaboration

Enter the details to create your Honeywell ID.

| First Name                            |
|---------------------------------------|
| Felicia 🗸                             |
| Last Name                             |
| Wallace 🗸                             |
| Email                                 |
| felicia.wallace@suppliercompany.com 🗸 |
| Password                              |
| 🗸                                     |
| Confirm Password                      |
|                                       |
| I am at least 18 years old            |
|                                       |
| Cancel Account Registration           |

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## VALIDATE ACCOUNT

- You will be sent an email to the address used to submit your registration
  - This email will contain a validation code that will expire after 15 min, so you need to act quickly
  - Enter the validation code as prompted
  - Select "Create Account"

## VSCC - Test Supply Chain Collaboration

To create your account, enter the validation code that was sent to your email address. This code is valid for only 15 minutes. Validation Code

NOTE: If you do not receive the email, please check your bulk and junk email folders before sending another code.

**CREATE ACCOUNT** 

**Resend Validation Code** 

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## LOG IN TO YOUR NEW ACCOUNT

- You will be redirected to the original log-in screen
  - Enter your email address in the "Honeywell ID" field and the password you used to complete registration
  - Select "Sign In"
  - If you wish for the portal to remember your "Honeywell ID" be sure to choose "Remember Me"

#### Honeywell

#### Supply Chain Collaboration



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## WELCOME TO HASP / xCARRIER

- You are ready to get to work in the portal
- For guidance on using the portal to complete shipments to a Honeywell facility, please find our instruction titled "xCarrier Shipping Guide" located on the Support Page
  - See the next page for guidance navigating to the Support Page



### HASP / xCarrier Portal is at scc.Honeywell.com.

## SUPPORT PAGE

- Select "HASP" from the menu on the left side of your screen
- Then select "Shipping"

| Honeywell        |                   | 📃 Supp  | oly Ch      | nain Colla       | ibora     | ation                  |           |                       |
|------------------|-------------------|---|-------------|------------------|-----------|------------------------|-----------|-----------------------|
| All              | Favorites         | Search for Purch  | ase Orde    | rs               |           |                        |           |                       |
|                  | T uvontes         | For wildcard sea  | arch, use   | * Please note    | : wildcar | d search does no       | t functio | n for material number |
| METRICS          | >                 | Vendor Number:  |             | [                |           |                        |           |                       |
|                  |                   | Material:   |             | [                |           |                        |           |                       |
| AFTERMARKET      |                   | Material Descrip  | tion:       | [                |           |                        |           |                       |
|                  |                   | Purchase Order:   |             | [                |           |                        |           |                       |
|                  |                   | Inbound Delivery  | r:          | [                |           |                        |           |                       |
| PROCUREMENT      | ~ ~               | Invoice:  |             | [                |           |                        |           |                       |
| Purchase Order   |                   | Order Type:   |             |                  | Both      | C Regular              | () Char   | ige Order             |
| Planning Sched   | e / Forecast Ack. | Purchase Order  | Created in  | n:               | () Last   | 7 Days 🔿 Las           | t 30 Day  | s 🔿 Last 60 Days      |
| eRFQ             |                   | PO Line Status:   |             | Order Ack. Statu | 15:       | Inbound Del. St<br>All | atus:     | INV Status:           |
|                  | port              | New   |             | Open             |           | Open                   |           | Open                  |
| Invoice State Re | port              | In Process  |             | Completed        |           | Completed              |           | Completed             |
| Supplier UI      |                   | Completed   | -           | Not Applicable   | -         | Not Applicable         | -         | Not Applicable        |
| About Proceme    | nt                | Plant:  |             |                  |           |                        |           |                       |
|                  |                   | 1000 Anniston   | - Cliff Gar | rett Dr          |           | <b>A</b>               |           |                       |
| SHIPPING         | >                 | 1001 ESS Anniston   |             |                  |           |                        |           |                       |
| VMI MANAGEMEN    | T >               | 1002 Army Depot Anniston<br>1006 Glendale<br>1007 Kingman, AZ - ALS R&O |             |                  |           |                        |           |                       |
| QUALITY          | >                 | 1008 Phoenix S  | Service C   | enter - DSES     |           | •                      |           |                       |
| SOURCE INSPECTI  | ION >             | Search Re   | set         |                  |           | Sa                     | ive Sear  | ch                    |

- The "Shipping" tab will take you the xCarrier portal, where you will eventually process your POs for delivery
- Select "Support"

| Honeywell                |         |   | E Supply Chain Collaboration |             |                     |             |          |                        |         |
|--------------------------|---------|---|------------------------------|-------------|---------------------|-------------|----------|------------------------|---------|
| All                      |         |   |                              |             |                     |             |          |                        |         |
| METRICS                  |         | > | xCar                         | rier        |                     |             |          |                        |         |
| AFTERMARKET              |         | > | Ship From A                  | ddres       | <sup>S</sup> PLEXUS | CORP NEEN/  | AH OPER/ | TIONS                  | 6.C     |
| HASP                     |         | ~ | Manual                       | PO          | /Delivery N         | umber:      |          | $\odot$                | 60      |
| PROCUREMENT              |         | > | Ship To                      | Add         | ress                |             |          |                        |         |
| SHIPPING                 |         | ~ |                              |             |                     |             | G        | Contac                 | t       |
| Ship<br>Shipping Manifes | t       |   | :<br>City:<br>Country        |             |                     |             |          | Add:<br>State<br>Zip C | e:<br>: |
| About Shipping           |         |   | Phone:                       |             |                     |             |          | Ema                    | ail:    |
| VMI MANAGEMEN            |         | > |                              |             |                     |             |          |                        |         |
| QUALITY                  |         | > | line and the                 | hall        | Deelved             |             |          |                        |         |
| SOURCE INSPECTI          | ON      | > | items to                     | be          | Раскео              |             |          |                        |         |
|                          |         | > | Iter                         | n No<br>000 | Part No             | Description | Tot Qty  | Bal Qty                | P       |
| SUPPORT                  |         | > | 000                          | 000         |                     |             |          |                        |         |
| DOCUMENTS                | -       |   | 000                          | 000         |                     |             |          |                        |         |
| PLANNING & SCH           | EDULING | > | 000<br>Pack                  | 000<br>Au   | to Pack             | Pack All    |          |                        |         |

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## SUPPORT PAGE

- Select "View xCarrier/Shipping Support"
- You will be taken to a list of training materials and FAQs

 If the material listed in the next screen does not resolve your query, please do not hesitate to email us at AeroxCarrierSupport@Honeywell.



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## **SUPPORT WHEN YOU NEED IT**

For technical support or questions related to this training, please do not hesitate to reach out to us at <u>AeroxCarrierSupport@Honeywell.com</u>.

Your support and compliance as a valued supplier is greatly appreciated. Thank you for choosing to work with Honeywell International.

### Thank you to our valued suppliers.