

# RTL – Real Time Reliability Quick Guide for suppliers

# The Registration Process

Open <https://rtl-portal.siemens.cloud>

Note: The registration form is only available in German

The screenshot shows the 'Siemens ID Login Service' interface. At the top, there are two buttons: 'Anmelden' (Login) and 'Registrieren' (Register). A yellow arrow points from the 'Registrieren' button to a detailed registration form on the right. The registration form includes fields for 'ihremail@example.com' (labeled 'Your e-mail address'), 'Ihr Passwort' (labeled 'Your password' with an eye icon), 'Ihr Vorname' (labeled 'Your surname'), and 'Ihr Nachname' (labeled 'Your last name'). Below these fields is a checkbox labeled 'Ich stimme den Nutzungsbedingungen zu' (I agree to the terms of use) and a 'Registrieren' button. A second yellow arrow points from the 'Registrieren' button in the registration form to the 'Registrieren' button in the main interface. The Siemens logo is visible in the bottom right corner.

Siemens ID Login Service

Anmelden Registrieren

ihremail@example.com Your e-mail address

Ihr Passwort Your password

Ihr Vorname Your surname

Ihr Nachname Your last name

☐ Ich stimme den Nutzungsbedingungen zu

Registrieren

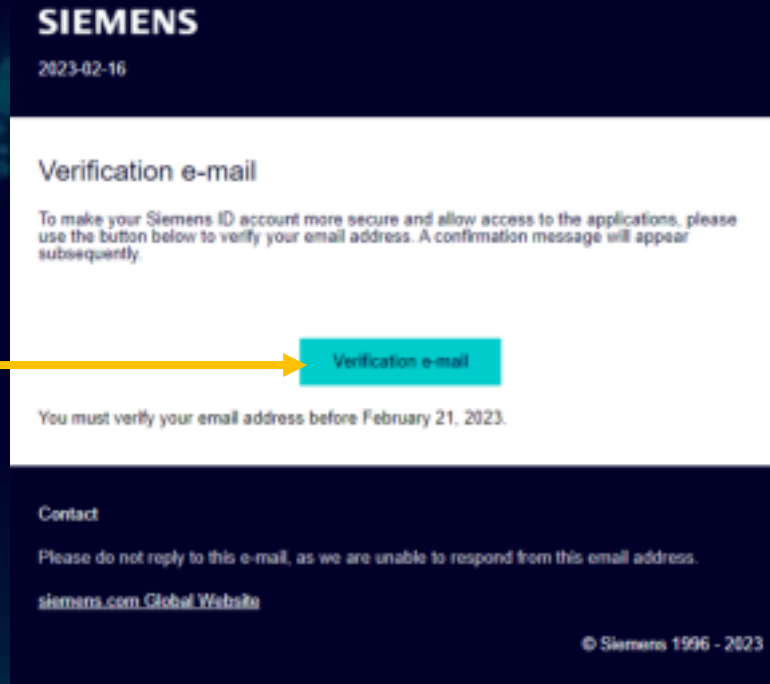
Click "Registrieren" and fill out the form.

You can use your own name here.

Complete the process by clicking "Registrieren". Now follows the verification of the e-mail address.

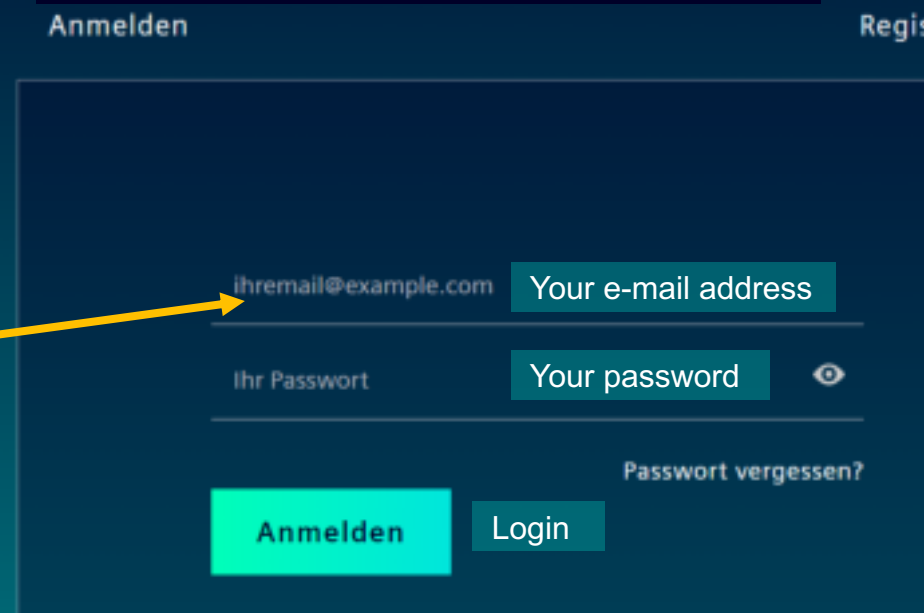
# The Registration Process

You will receive an e-mail from SiemensID. Confirm your e-mail address in this process.



You can now log on to SiemensID with your e-mail address and password.

The initial registration is followed by the one-time registration with RTL.



# The Registration Process

Please fill out the data form.



Supplier user not registered  

Name

Email address

Supplier Name

Enter an example purchase order number (optional)

Select default language

English

▼

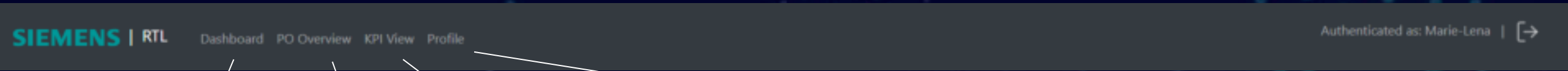
Submit

After completing this step, you need to be unlocked by an admin.

You will receive feedback once you are unlocked.



# Navigation



The Dashboard shows the delivery performance over the last six months. The plants you supplied are displayed as a reference.

The PO Overview shows all orders over a period of time for reference of the delivery date or goods receipt.

Delivery delays can be reported in this view.

You can also mark messages from Siemens as read here

In the KPI View the data of the supplier letter can be displayed. Here you can save the supplier letter from Siemens as a pdf after it has been created.

In parallel, the letter from Siemens can be sent via mail as usual.

In the profile section you can see and adjust your settings, such as the language.

# Profile

In the Profile section your data are taken from the registration. You can adjust them at any time.

Here you can customize the displayed name or change the language setting.

In addition, we display the linked Supplier ID. This is the Siemens internal number with which we link your orders.

A screenshot of a 'User Profile' form. The form is titled 'User Profile' at the top. It contains five input fields: 'Full name' with the value 'Marie-Lena', 'Email Address' with the placeholder 'Enter your e-mail', 'Select default language' with a dropdown menu showing 'English', 'Supplier Name' with the placeholder 'Supplier Name', and 'Supplier ID' with the value '0000000483'. A blue 'Save' button is located at the bottom left of the form.

User Profile

Full name  
Marie-Lena

Email Address  
Enter your e-mail

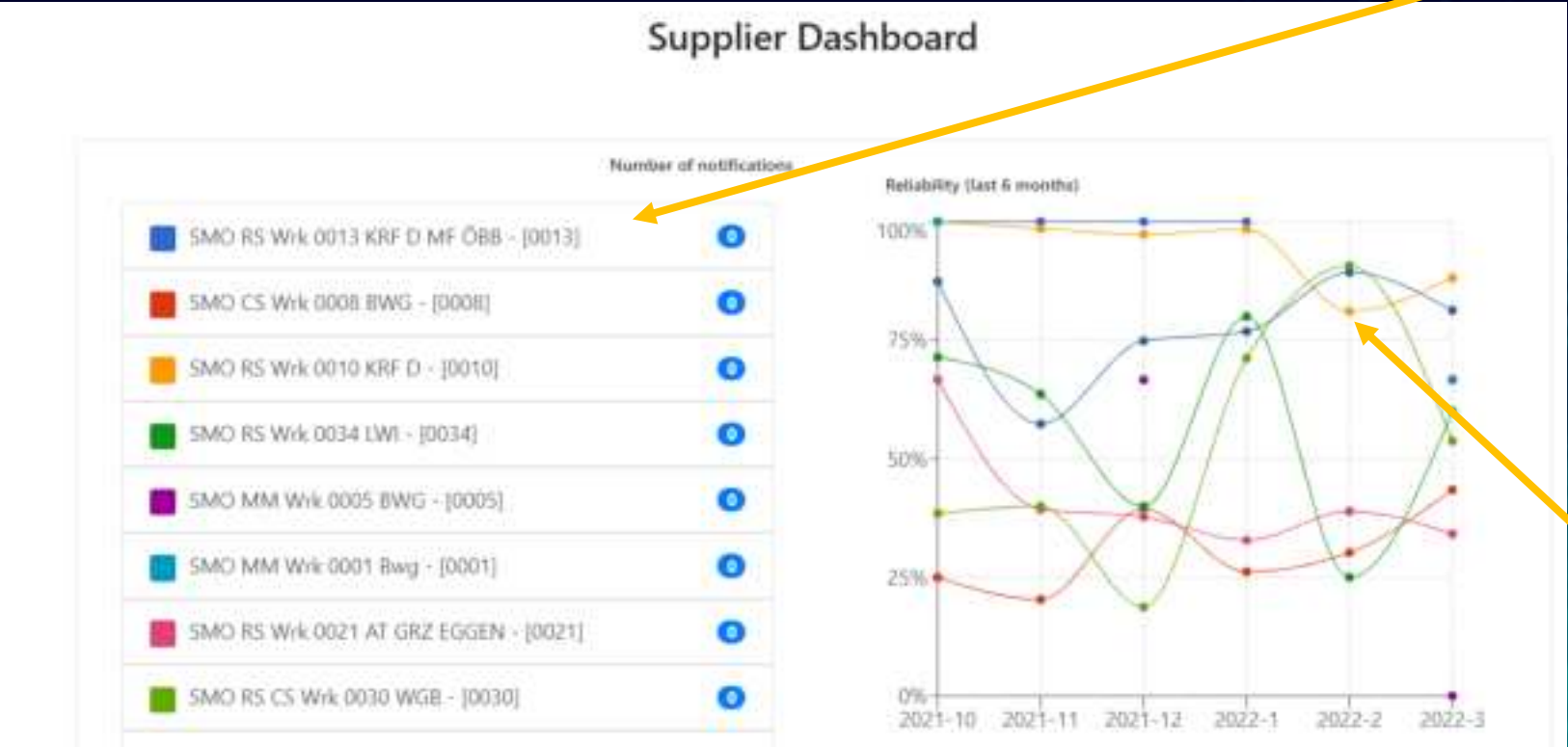
Select default language  
English

Supplier Name  
Supplier Name

Supplier ID  
0000000483

Save

# Dashboard



In the dashboard, you can see the plants you have supplied in the last six months.

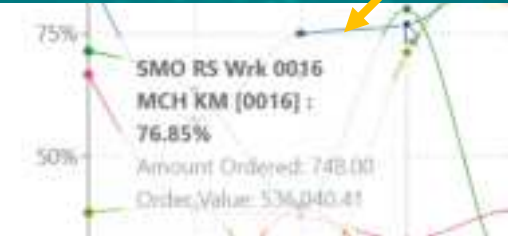
To the right is the number of notifications. These are correction suggestions that you have made and that Siemens has processed.

Clicking on the plant will take you to the order overview to the notifications.

On the right side you see the delivery performance over the last six months.

If you move the mouse over a point in the graph, you will see the quantity ordered and the order value for the month.

The Dashboard serves as an overview for you and provides information.



# PO Overview - Entry

SIEMENS | RTL Dashboard PO Overview KPI View Profile Authenticated as: Marie-Lena | [→]

Year from: 2022 ▼ Month from: April ▼ To: 2022 ▼ To: April ▼ Goods receipt ▼ Updated Data is updated ✓

SMO RS Wrk 0010 K F D [0010] x ☐ Notification Only

Actions Remove filter

STATUS	System	Client	Purchase order number	Item	Schedule line	Order placement	Order confirmation
P22		747		00010	0001	2021-02-23	2022
P22		747		00040	0001	2021-03-16	2021

The PO Overview displays all orders over a period of time for reference of the delivery date or the goods receipt.

The system will show you which plants you can select to display the orders.

Select the period for which you want to see the data.

You can also display only those data that have a notification

You can select the time reference here. The following options are available:


1. Goods receipt
2. Delivery date

If you change a filter, the data will be updated.

You can see the status here.




# PO Overview - Data

 **Actions** Remove filter

STATUS	System	Client	Purchase order number	Item	Schedule line	Order placement	Order confirmation
	P22	747		00010	0001	2021-02-23	2022
	P22	747		00040	0001	2021-03-16	2021
	P22	747		00070	0001	2021-03-16	2022

In the table you can see all relevant information about an order.

The button allows you to configure the table. There is a default view. But you can also show and hide individual columns or change the width.

 **Actions** Remove filter

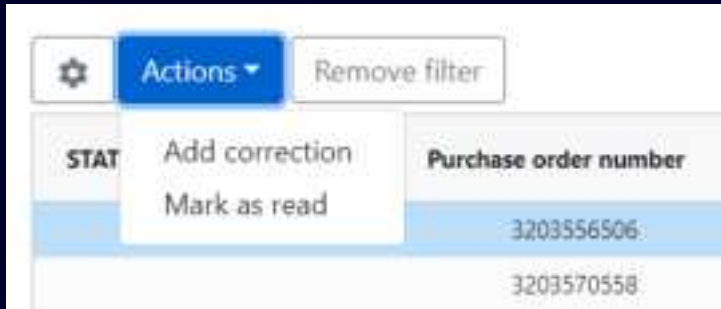
STATUS	Purchase order number	Item
	3203554936	0001
	3203570158	0001
	3203572376	0001
	3203638401	0001
	3203638457	0001
	3203638424	0001
	3203650411	0001
	3203650411	0001
	3203681881	0001
	3203681185	0001

### Select Columns to View/Hide

View	Hide
<input checked="" type="checkbox"/> STATUS	<input type="checkbox"/> System
<input checked="" type="checkbox"/> Purchase order number	<input type="checkbox"/> Client
<input checked="" type="checkbox"/> Item	<input type="checkbox"/> Order placement
<input checked="" type="checkbox"/> Schedule line	<input type="checkbox"/> Order confirmation from the supplier
<input checked="" type="checkbox"/> Delivery date	<input type="checkbox"/> Provisioning for dispatch
<input checked="" type="checkbox"/> Confirmed date	<input type="checkbox"/> 1st delivery date (S240RF)
<input checked="" type="checkbox"/> Goods receipt	<input type="checkbox"/> 1st order confirmation (S240CL)
<input checked="" type="checkbox"/> Delivery reliability actual	<input type="checkbox"/> Supplier Suggested Date
<input checked="" type="checkbox"/> Delivery reliability actual %	<input type="checkbox"/> Purchase type

Close Apply Default Selection Save Layout

## PO Overview - Actions



If you select one or more lines and go to Actions, two options are available.

**Add correction:** You can add a proposal for the selected lines to correct the delivery reliability.

**Mark as read:** When Siemens has processed the correction, you can mark it as read. After that, it will disappear as a notification.

Action Add correction:

With this action you can enter a correction code.

If Siemens accepts the correction, this position is measured as 100% delivery reliability.

If the proposal is rejected and the delivery is delivered out of tolerance, the position is unreliable.

A screenshot of a 'Select Reason Code' dialog box. It has two main sections: 'Reason Code' and 'Comment'. The 'Reason Code' section lists several options: 'Changeover settlement form (CHGTF)', 'Maintenance MRP/Procurement (DMDPR)', 'Goods Receipt Maintenance (DM\_GR)' (which is highlighted), 'Forwarding processing (FWDPR)', 'Provision (MATPR)', and 'Missing shuttle packing (MRPIQ)'. The 'Comment' section has a text area with the text 'Keine MWLT verfügbar'. Below the text area is a 'Select date' field with a calendar icon, showing the date '28.04.2022'. At the bottom right are 'Close' and 'Save' buttons. A yellow arrow points from the 'Add correction' text to the 'Goods Receipt Maintenance (DM\_GR)' option, and another yellow arrow points from the 'You can additionally define a date' text to the 'Select date' field.

You can additionally define a date when the goods are likely to be ready for shipment or when they will arrive at Siemens.






The date depends on the Incoterms.

# PO Overview - Corrections

All statuses for corrections are visible in the "Status" column.

If you have submitted a proposal, it will get the status "Correction suggested".



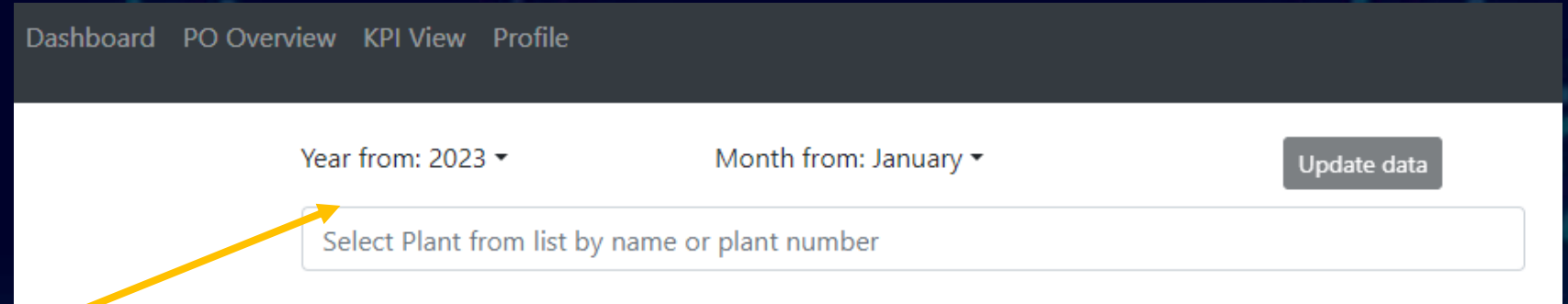
<div><div></div><div>Actions ▾</div><div>Remove filter</div></div>			
STATUS		Purchase order number	Item
   Correction suggested		3203556506	00010
   Correction suggested		3203570558	00040
   Correction suggested		3203570558	00070
   Correction suggested		3203572578	00010

Other statuses are:

- 1. Marked as read / accepted
- 2. Marked as read / rejected

## KPI View - Entry

The KPI View shows the data of a plant that has released the supplier letter for one month.



The screenshot shows the 'KPI View' section of a web application. At the top is a dark navigation bar with links: 'Dashboard', 'PO Overview', 'KPI View', and 'Profile'. Below this is a white filter area containing two dropdown menus: 'Year from: 2023' and 'Month from: January'. To the right of these is a grey 'Update data' button. Below the filters is a large white text input field with the placeholder text 'Select Plant from list by name or plant number'. A yellow arrow points from the explanatory text on the left to this input field.

To view the data, select a specific month and select the plant.

Siemens can also continue to send the supplier letter via e-mail.

Furthermore, after Siemens has approved the supplier letter, you will have the option to save the letter as a pdf in the KPI View.



# KPI View - Data

The graph shows the delivery reliability for the last 12 months, starting from the specified year & month of the view.



Here are the key figures for the supplier letter.

The graph shows the delivery reliability in days for the evaluated month.

The X-axis shows the days when deliveries were made on the delivery date.

On the Y-axis the number of deliveries is shown.

Here are listed in detail the unfaithful deliveries.

## Support

If you have any problems or questions, please contact our mailbox:

MO LOG Source [sourcing-logistics.mobility@siemens.com](mailto:sourcing-logistics.mobility@siemens.com)

For a clear assignment of the request we ask you to include " RTL - Topic " in the subject.