



## **SupplyOn Rollout Guide for Continental Suppliers** Overview and guideline

# SupplyOn - Supplier rollout & registration

This document is intended to provide a guideline to suppliers of Continental Automotive **how to apply for the rollout** of services in [SupplyOn](#), Continental's procurement platform of choice.

Regardless of whether your company is just establishing the business relationship and you'd like to get rolled out in your very first service, or you'd like to book additional services to an existing account, the process is the same:



Please find the relevant information on the following slides.

# SupplyOn - Supplier rollout & registration

## Overview

- Data entered in the rollout application form is automatically submitted to the team dealing with supplier rollouts on Continental side.
- After examination whether all data is valid, the rollout is started usually twice a week.
- When the rollout was started by Continental you will automatically receive an E-Mail from SupplyOn and have to confirm the entered data in order to complete the registration process.
- SupplyOn then provides access data and instructions.
- For all questions you might have about the registration process, e.g. how to join a master contract, or how to set up internal accounts, SupplyOn Customer Support should be contacted. They are available free of charge 24/7 in various languages.
- Questions to the Continental Rollout Team can be addressed HERE

# SupplyOn - Supplier rollout & registration

Please click on the link below in order to be forwarded to the Continental-specific rollout application form.

[Click this link to be forwarded directly to the website](#)

Step 1: Please enter your company master data. Please complete all mandatory fields (\*).

DUNS *	<input type="text"/>
Registered? *	Yes <input type="text"/>
Company name *	<input type="text"/>
Company name 2	<input type="text"/>
Street *	<input type="text"/>
City *	<input type="text"/>
ZIP Code *	<input type="text"/>
State	<input type="text"/>
Country *	<input type="text"/>
Phone (e.g. +49 123456789)	<input type="text"/>
Fax	<input type="text"/>

**Step 1:**  
Fill in all mandatory fields  
(marked with \*).

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Step 2: Please select the relevant services and enter all mandatory fields (\*).

<input type="checkbox"/> WebEDI
<input type="checkbox"/> Performance Monitor
<input type="checkbox"/> Business Directory
<input type="checkbox"/> Problem Solver
<input type="checkbox"/> Document Management
<input type="checkbox"/> Project Management
<input type="checkbox"/> Sourcing
<input type="checkbox"/> VMI
<input type="checkbox"/> Continental Vendor Information Portal (VIP)

Please enter your e-mail address if you want to receive a confirmation after the data submission:

E-Mail

## Step 2a:

Select a service (or the services) you'd like to apply for.

**Please align with your contact on Continental side (Purchasing, SQM, SCM) which services are required.**

## Remark:

For suppliers of **Production Equipment** and/or **Engineering Services** only the service **Sourcing** is relevant.

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Sourcing

Contact for the SupplyOn service **in your company**

Salutation \*  ▼

Language \*  ▼

First name \*

Last name \*

Phone (e.g. +49 123456789) \*

Fax \*

E-Mail address \*

Contact for the SupplyOn service **at your customer**

Salutation \*  ▼

Language \*  ▼

First name \*

Last name \*

Phone (e.g. +49 123456789) \*

E-Mail address \*

## Step 2b:

Provide contact data for the selected services.

See next slide and “Questions & Answers”-section of Supplier Information Portal to learn more about the necessary contact info on Continental side.

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## Step 2c:

whom to select as contact on Continental side


Service	Remark	Contact @ Continental
<b>Sourcing</b>	Registration for each supplier location possible. One connect mandatory for strategic suppliers	<b>Purchasing *</b>
<b>Document Manager</b>	Registration for each supplier location possible. One connect mandatory for strategic suppliers	<b>Purchasing *</b>
<b>Project Manager (APQP)</b>	Registration for each supplier manufacturing location possible. Continental-internal CDM number is prerequisite (to be obtained by CA SQM). One connect mandatory for strategic suppliers.	<b>SQM *</b>
<b>Performance Monitor</b>	Only one registration per Company Group possible (and mandatory). One connect mandatory for strategic suppliers.	<b>SQM *</b>
<b>Problem Solver (8D)</b>	Only one registration per Company Group possible (and mandatory). One connect mandatory for strategic suppliers.	<b>SQM *</b>
<b>Business Directory</b>	Registration for each supplier location possible.	<b>Purchasing *</b>
<b>Vendor Information Portal (VIP)</b>	Registration for each supplier manufacturing location possible.	<b>Purchasing *</b>

\* please see Questions & Answers-section of Supplier Information Portal for details

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**Step 3:** Before saving the data you need to enter the character string (CAPTCHA)

Please enter the character string as displayed in the picture and click on button "Save". You cannot change your data after saving.



**Step 4:** After completing steps 1 through 3, you'll be informed that the data was submitted to Continental

[www.SupplyOn.com](http://www.SupplyOn.com)



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Your datas have been sucessfully stored. We will now inform your customer about the provided master data

**Next steps:** Please pay attention to any additional Emails (from SupplyOn and/or Continental) you may receive after the rollout request was issued. Make sure to follow the directions given therein.



**End of document**

**Thank you for your attention**