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Ultriva 7.6 and Higher  
Associate a Supplier to a  
Plant or Workcenter  
Reference Guide

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## Associate a Supplier(s) to a Plant or Workcenter



*Quick Tip – A supplier can be “Associated” to multiple plants.*

Click on the **dropdown arrow** next to the “**Plant Name**”. Click on the **Plant or Workcenter** to “Associate” the supplier to.

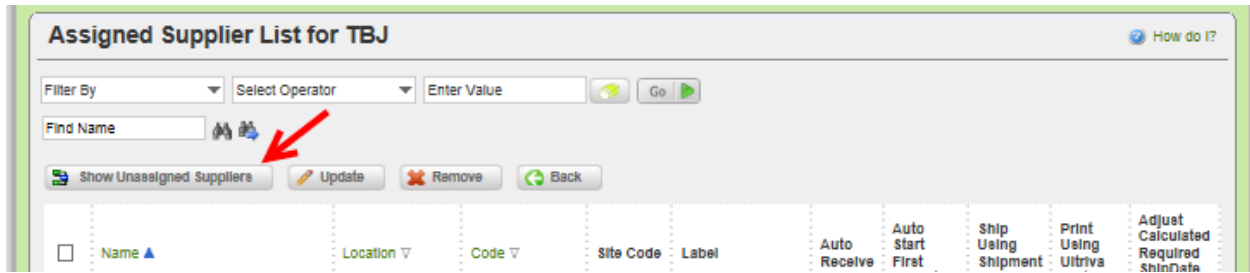
Click on “Admin”

Click on “Supplier”

Click on the **dropdown arrow** in the “**More Options**” field. Click on “Associate Supplier”

Name	Location	Code
A&G Machining	Wisconsin	147258
Accushape	FLINT	21821
Alnak	WINCHESTER	20101
Alain Canada	STRATFORD	20122

Click on “Show UnAssigned Suppliers”



*Quick Tip – “Multiple Suppliers” can be selected for the Plant.*

Click in the **box** next to the “Supplier(s) Name” and a **checkmark** will appear. Click in the “Code” field and enter the “Supplier’s Code”.

Other selections that can be made:

*Label*

*Auto Receive*

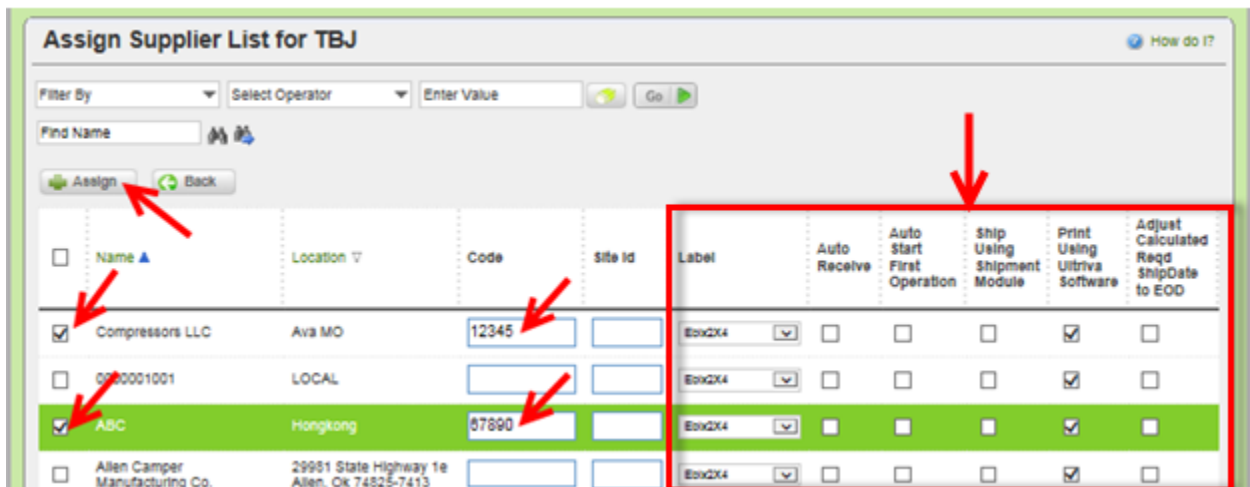
*Auto Start First Operation (Internal Module)*

*Ship using Shipment Module*

*Print Using Ultriva Software*

*Adjust Calculated Requested Ship Date to EOD (End of Day)*

Click on the “Assign” button.



The selected “Supplier(s) are Assigned Successfully”

The screenshot displays a web interface titled "Assigned Supplier List for TBJ". At the top right, there is a "How do I?" link. A prominent blue message box at the top left contains the text "The selected Supplier(s) are assigned successfully" with a red arrow pointing to it. Below the message box, there are several input fields: "Filter By", "Select Operator", "Enter Value", and a "Go" button. A "Find Name" search bar is also present. Below these are four buttons: "Show Unassigned Suppliers", "Update", "Remove", and "Back". The main part of the interface is a table with the following columns: Name, Location, Code, Site Code, Label, Auto Receive, Auto Start First Operation, Ship Using Shipment Module, Print Using Ultriva Software, and Adjust Calculated Required ShipDate to EOD. The table contains three rows of data, with the first row highlighted in green.

<input type="checkbox"/>	Name ▲	Location ▾	Code ▾	Site Code	Label	Auto Receive	Auto Start First Operation	Ship Using Shipment Module	Print Using Ultriva Software	Adjust Calculated Required ShipDate to EOD
<input checked="" type="checkbox"/>	Compressors LLC	Ava MO	12345		Ebis2X4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	A&G Machining	Wisconsin	147258		Ebis2X4	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	ABC	Hongkong	87890		Ebis2X4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>