



H-DSN Online Registration User Guide

Revised: November 26, 2003

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H-DSN Online Registration: Public Login

- Mouse-over the Public Menu button to open the first level menu.
- Mouse-over Registration to open the second level menu.
- Select Web Site Training.



H-DSN Online Registration: Secure Login

- Enter H-DSN user name and password to log-on to the site.
- Mouse over Menu button to open first level menu.
- Mouse over Registration to open second level menu.
- Select Web Site Training.



The screenshot shows the Harley-Davidson Supplier Network website. The header includes the logo and a navigation bar with buttons for 'Contact Us', 'Links', and 'Log-Out'. A 'MENU' dropdown is open, listing various options. The 'Registration' option is highlighted, and a sub-menu is displayed with 'Web Site Training' and 'Registration User Guide' as options. The page is dated 'Updated: December 5, 2003' and includes a 'Secure Site' icon.

Harley-Davidson **SupplierNetwork**

MENU

- General Business Information
- Supplier Profile Manager
- Supplier Performance
- Contract Packaging
- Planning Schedules
- Shipping Schedules
- Supplier Status on H-DSN
- Security Administration
- System Administration
- Registration
- What's New on This Site

Home H-DSN Users

Complete for Supplier Performance

ing reports & to access other H-DSN functionality

ier reports via the Internet

performance

er Guide

Web Site Training and

Registration User Guide

Updated: December 5, 2003

Secure Site

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The screenshot shows the Harley-Davidson Supplier Network website's login page. The header includes the logo and a navigation bar with buttons for 'Contact Us' and 'Links'. A 'PUBLIC MENU' button is visible. The main content area features a motorcycle image and a login form with fields for 'User Name:' and 'Password:', and a 'LOG-ON' button.

Harley-Davidson **SupplierNetwork**

PUBLIC MENU

Contact Us

Links

User Name:

Password:

LOG-ON

Supplier New to Online Registration

- If you are a supplier, new to the application (first time using it):
- Click on the “Next” button underneath the text “If you have never previously registered online through H-DSN, please click the button below.”

The screenshot shows the Harley-Davidson Supplier Network registration interface. At the top, the header reads "Harley-Davidson Supplier Network" with the Harley-Davidson logo on the right. Below the header, the date "Monday, November 24, 2003" and a "RETURN TO HOME" link are visible. On the right side of the header, there are "Links" and "Contact Us" buttons. A left-hand navigation menu is titled "Select" and contains a "REGISTRATION" section with a sub-item "STEP 1: Entry". The main content area is titled "Registration H-DSN Training". It contains three registration options, each with a "Next" button:

- If you have previously registered online through H-DSN, please provide your email address to gain access to registration.**
Email Address: **Next**
- If you are a Harley-Davidson employee, please provide your Network ID to gain access to registration.**
Network ID: **Next**
- If you have never previously registered online through H-DSN, please click the button below.**
Next

A red arrow points from the text "If you have never previously registered online through H-DSN, please click the button below." to the "Next" button. Below this, a red note states: "Note: You must have your active H-D Supplier ID to register for training."

Supplier New to Online Registration

- Enter primary Supplier ID and all required fields (optional other Supplier IDs) (**NOTE: you must have an active H-D Supplier ID to register for training.**)
- Click “Next”.

The screenshot shows a web form titled "Registration H-DSN Attendee Information Form". On the left is a navigation menu with "Select" and "REGISTRATION" expanded to "STEP 1: Entry". The main form area contains the following elements:

- Registration H-DSN Attendee Information Form**
- Please provide the following information:**
- A note: "Fields with red ball  are **REQUIRED** fields."
- Form fields, each with a red ball icon indicating it is required:
 - Primary H-D Supplier ID:
 - First Name:
 - Last Name:
 - Phone: Extension:
 - E-mail Address:
 - Other Supplier ID's (if applicable):
- A red text instruction: "Please enter Phone Number in format 4145552222"
- A "Next" button at the bottom.

Supplier Previously Registered

- Enter email address submitted in initial log-on in the Email Address box.
- Click "Next".

The screenshot shows the Harley-Davidson Supplier Network registration interface. At the top, the logo reads "Harley-Davidson Supplier Network" in orange and white, with the Harley-Davidson logo on the right. Below the logo is a navigation bar with the date "Monday, November 24, 2003 | RETURN TO HOME" and buttons for "Links" and "Contact Us". On the left, a sidebar menu has "Select" at the top, followed by "REGISTRATION" and "STEP 1: Entry". The main content area is titled "Registration H-DSN Training". It contains three registration options, each with a "Next" button. A red arrow points to the "Email Address:" input field of the first option. The second option is for Harley-Davidson employees, and the third is for new registrants. A red note at the bottom states: "Note: You must have your active H-D Supplier ID to register for training."

Harley-Davidson Supplier Network

Monday, November 24, 2003 | [RETURN TO HOME](#) [Links](#) [Contact Us](#)

Select ▾

▾ REGISTRATION

▸ STEP 1: Entry

Registration

H-DSN Training

If you have previously registered online through H-DSN, please provide your email address to gain access to registration.

Email Address: [Next](#)

If you are a Harley-Davidson employee, please provide your Network ID to gain access to registration.

Network ID: [Next](#)

If you have never previously registered online through H-DSN, please click the button below.

[Next](#)

Note: You must have your active H-D Supplier ID to register for training.

Supplier Previously Registered

- Make changes to any information, if desired, and click "Save".
- If changes are made and you click "Save", a message box will pop up confirming the changes saved.
- Click "Next" to continue.

The screenshot displays the Harley-Davidson Supplier Network registration interface. At the top, the logo for Harley-Davidson Motor Company is visible. Below the logo, the date "Monday, November 24, 2003" and a "RETURN TO HOME" link are shown. The main content area is titled "Registration H-DSN Training". A "Confirm information:" section contains the instruction: "Please check the accuracy of your personal information and make corrections as needed. To save your changes click the 'Save' button. To continue with registration, click 'Next'." Below this instruction are input fields for "First Name:", "Last Name:", "Phone:", and "E-mail Address:". The "Phone:" field is accompanied by an "Extension:" field. A red text note specifies "Phone Number format 4145552222". At the bottom of the form are two buttons: "Save" and "Next". To the right of the main page, a "Microsoft Internet Explorer" dialog box is open, displaying a yellow warning triangle icon and the text "Changes Saved." with an "OK" button.

H-D Employee

- Enter valid Network ID in the appropriate box.
- Click "Next".

Harley-Davidson Supplier Network

Monday, November 24, 2003 | [RETURN TO HOME](#) [Links](#) [Contact Us](#)

Select ▾

- ▾ REGISTRATION
- [STEP 1: Entry](#)

Registration

H-DSN Training

If you have previously registered online through H-DSN, please provide your email address to gain access to registration.

Email Address: **Next**

If you are a Harley-Davidson employee, please provide your Network ID to gain access to registration.

Network ID: **Next**

If you have never previously registered online through H-DSN, please click the button below.

Next

Note: You must have your active H-D Supplier ID to register for training.

Enrollment: Welcome Page

- From the Online Registration Welcome Page, click “Next”.

The screenshot shows the Harley-Davidson Supplier Network website. At the top, there is a navigation bar with the logo and a date: Monday, November 24, 2003 | RETURN TO HOME. Below the navigation bar, there are two buttons: Links and Contact Us. The main content area is divided into two columns. The left column is a sidebar with a 'Select' dropdown menu. The right column is the main content area, which is titled 'Registration H-DSN Training'. Below the title, there is a heading 'Welcome to H-DSN Training Registration' and a paragraph of text. Below the text, there are two columns of bullet points: 'Core Applications' and 'Planning Schedules'. At the bottom of the main content area, there is a button labeled 'Next' and a paragraph of text.

Harley-Davidson Supplier Network

Monday, November 24, 2003 | [RETURN TO HOME](#) [Links](#) [Contact Us](#)

Select ▼

- ▼ REGISTRATION
 - [STEP 1: Entry](#)

Registration
H-DSN Training

Welcome to H-DSN Training Registration

The Harley-Davidson Supplier Network (H-DSN) has been developed to strengthen the overall relationship between Harley-Davidson and its supply base. The web site is a valuable tool for conducting business in a more efficient, timely and collaborative manner. H-DSN access and training is available only to pre-approved current suppliers of Harley-Davidson.

Core Applications

- General web site content and navigation administration
- Invoice and Payment tracking
- Supplier Profile Manager
- Part Drawings
- Supplier Performance

Planning Schedules

- View H-D planning Schedules (EDI 830, forecast only)

Click the "Next" button to continue.

Next

For technical assistance click the Contact us button or call 888-549-9320.
For business assistance please contact your H-D representative.

Enrollment: Courses

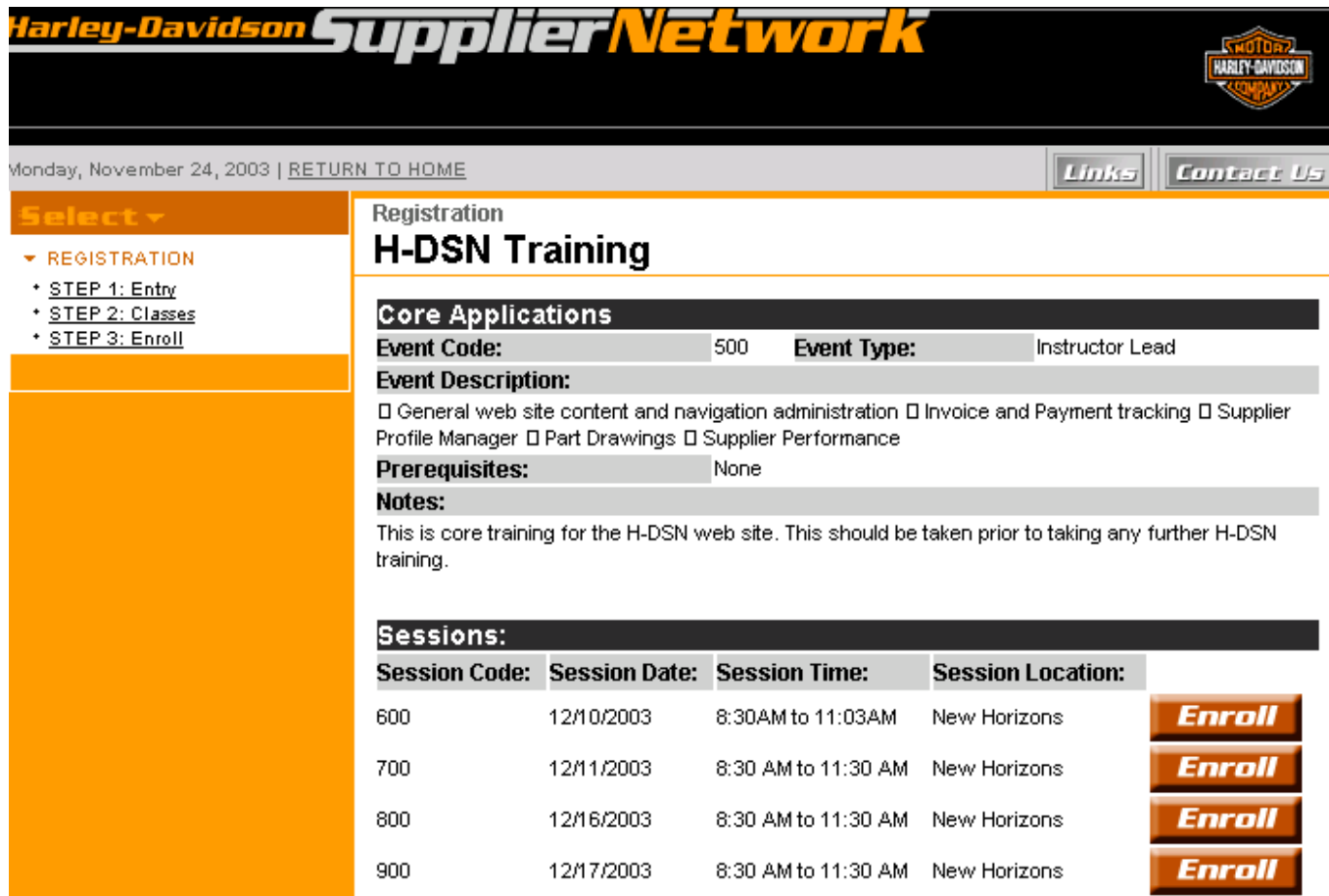
- Page displays list of available courses. To view specific course information and/or enroll, click on the Event Name.

The screenshot shows the Harley-Davidson Supplier Network website. At the top, there is a navigation bar with the logo and a date: Monday, November 24, 2003. There are buttons for 'Links' and 'Contact Us'. A sidebar on the left contains a 'Select' dropdown menu with options for 'REGISTRATION', 'STEP 1: Entry', and 'STEP 2: Classes'. The main content area is titled 'Registration H-DSN Training' and features a 'Main Catalog' table with three columns: Event Code, Event Name, and Event Type.

Event Code	Event Name	Event Type
500	Core Applications	Instructor Lead
600	Planning Schedules	Instructor Lead

Enrollment: Courses (cont'd)

- Click "Enroll" next to any session listed to enroll for specific session.
- Or click "STEP 2: Classes" on left menu to return to classes list.



Harley-Davidson Supplier Network

Monday, November 24, 2003 | [RETURN TO HOME](#) [Links](#) [Contact Us](#)

Select

- REGISTRATION
 - STEP 1: Entry
 - STEP 2: Classes
 - STEP 3: Enroll

Registration

H-DSN Training

Core Applications

Event Code: 500 **Event Type:** Instructor Lead

Event Description:
 General web site content and navigation administration Invoice and Payment tracking Supplier Profile Manager Part Drawings Supplier Performance

Prerequisites: None

Notes:
This is core training for the H-DSN web site. This should be taken prior to taking any further H-DSN training.

Sessions:

Session Code:	Session Date:	Session Time:	Session Location:	
600	12/10/2003	8:30AM to 11:03AM	New Horizons	Enroll
700	12/11/2003	8:30 AM to 11:30 AM	New Horizons	Enroll
800	12/16/2003	8:30 AM to 11:30 AM	New Horizons	Enroll
900	12/17/2003	8:30 AM to 11:30 AM	New Horizons	Enroll

Enrollment: Confirmation & Information

•Page appears with course information, session information, location information and confirmation number.

•If you wish to register for more classes, click the “Register for more classes” button.

•If you wish to view the location’s Web Site, click on its link.

•If you wish to view other various information about the location, click the “Click Here” link by Location Information

•Click the “Finished” button and an alert box with a message stating the email confirmation will be sent appears. Click “OK” to leave registration area.

Harley-Davidson **Supplier Network**

Monday, November 24, 2003 | [RETURN TO HOME](#) [Links](#) [Contact Us](#)

Select

- REGISTRATION
 - STEP 1: [Entry](#)
 - STEP 2: [Classes](#)
 - STEP 3: [Enroll](#)
 - STEP 4: [Thank You](#)

Registration
H-DSN Training

Thank you!

Planning Schedules

Event Code:	600	Event Type:	Instructor Lead
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Session:

Session Code:	1000	Session Date:	12/10/2003
Confirmation No:	1060	Session Time:	1:30 PM

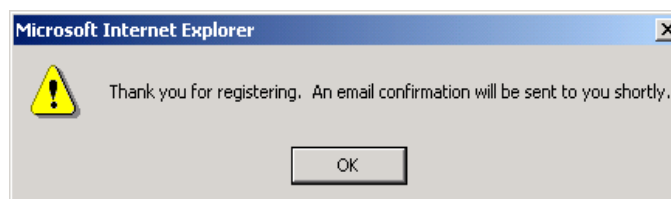
Location:

New Horizons
Wauwatosa
WI, 53226
4146075600

Web Site: www.newhorizons.com

Location Information (Hotels, Directions, etc.): [Click here](#)

Register for more classes **Finished**



Suggestions & Questions

- For technical assistance, click the Contact Us button (located at the top of most pages) or call 888-549-9320.
- For business assistance please contact your H-D representative.