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- I. **SUBJECT:** Locate lead-time in JD Edwards (JDE)
- II. **PURPOSE:** To guide an NTN employee through the necessary steps in order to look-up the lead-time associated to a part number.
- III. **PERSONNEL AFFECTED:** Customer Relations, Sales, and Operations
- IV. **RESPONSIBILITIES:** It is the responsibility of Customer Relations, Sales, and Operations to review system lead times when quoting customers and understand the situation for which they are quoting lead times. In the event of new business, lead times may be longer for items with no previous forecast.
- V. **INSTRUCTIONS:**
1. Logging in to JDE
 - a. The link to access JDE can be found in the header of the intranet

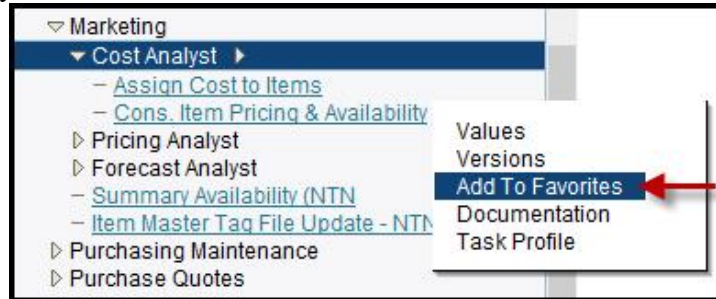
NTN		NTN BEARING CORPORATION OF AMERICA		
Home	Human Resources	Request Days off	Twins	DOL
NBCA IT	Operations	Industrial Engineering	Accounting Finance	Business Innovation
Industrial OEM	Automotive OEM	Industrial Aftermarket	Automotive Aftermarket	Marketing
Reports Menu	Timeclock Log-in	NTN Employee Newsletter	Customer Relations	Credit and Collections
CONNECT Resources	Competitor Contact Pre-Application	JD Edwards Link	NTN Intranet News e-TALK21	Knowledge Garden

2. Use assigned User ID and Password from the Help Desk.

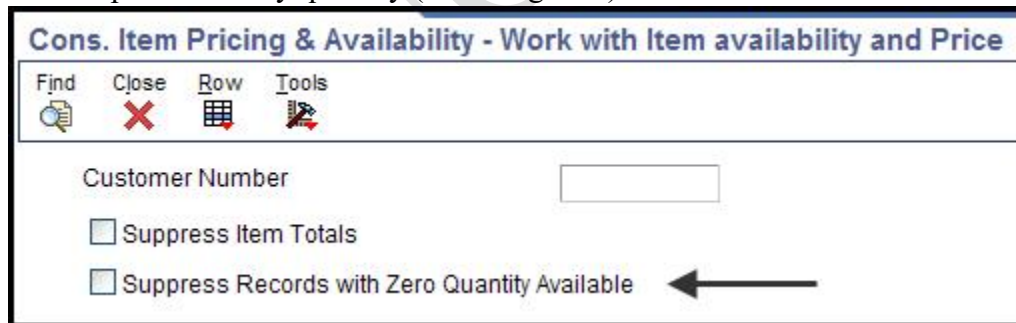
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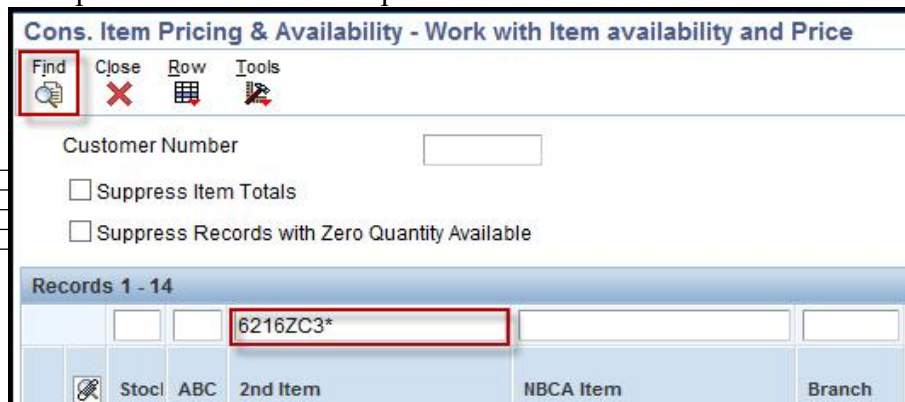
3. Locating link in JDE for lead times:
 - a. To begin, locate the “Cons. Item Pricing and Availability” tab in JDE (location pictured below). Click on the arrow and select “Add to Favorites” so you can easily locate in the future.



- b. Click on the link to open a new window
4. Locating lead times
 - a. Uncheck “Suppress Records with Zero Quantity Available.” This will allow you to view parts with any quantity (including zero).



- b. Enter the part which you’re looking for lead time for in the text field titled “2nd Item Number” and hit find. An asterisk can be used as a wild card to pull up multiple results with various pack codes.



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- c. Find your correct part number. Pack codes may vary according to customer request.

Records 1 - 6		
		6216ZC3*
<input type="checkbox"/>	Stock Type	2nd Item Number
<input checked="" type="radio"/>	P	6216ZC3[JB00]
<input type="radio"/>	O	6216ZC3[JB00]
<input type="radio"/>	P	6216ZC3[J100]
<input type="radio"/>	P	6216ZC3[J100]
<input type="radio"/>	P	6216ZC3[J100]

- d. Make sure you select a part with an active stocking type. O is obsolete / inactive and G is inactive / use up inventory - do not use those.

<input type="checkbox"/>	<input type="checkbox"/>	6216ZC3*			
<input type="checkbox"/>	Stock Type	ABC Code	2nd Item Number	NBCA Item Number	Branch Plant
<input checked="" type="radio"/>	O X	D	6216ZC3/L627[J100]	6216ZC3/EM	10
<input type="radio"/>	P <input checked="" type="checkbox"/>	D	6216ZC3/L627[J100]	6216ZC3/EM	11
<input type="radio"/>	P <input checked="" type="checkbox"/>	D	6216ZC3/L627[J100]	6216ZC3/EM	15
<input type="radio"/>			6216ZC3/L627[J100]		ITEM T...
<input type="radio"/>	H <input checked="" type="checkbox"/>	D	6216ZC3[JB00]	6216ZC3	GJ
<input type="radio"/>	O X	D	6216ZC3[JB00]	6216ZC3	10
<input type="radio"/>	O X	D	6216ZC3[JB00]	6216ZC3	20
<input type="radio"/>	H <input checked="" type="checkbox"/>	M	6216ZC3[J100]	6216ZC3	GJ
<input type="radio"/>	O X	M	6216ZC3[J100]	6216ZC3	10

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e. Select the part under the branch plant which supports your business unit and will ultimately ship from

f. Once stocking type and branch plant are determined, right click the part, and select "Supply and Demand"

		Stocl Type	ABC Code	2nd Item Number	NBCA Item Number	Branch Plant
<input type="radio"/>		O	D	6216ZC3/L627[J100]	6216ZC3/EM	10
<input type="radio"/>		P	D	6216ZC3/L627[J100]	6216ZC3/EM	11
<input type="radio"/>				C3/L627[J100]	6216ZC3/EM	15
<input type="radio"/>				C3/L627[J100]		ITEM T...
<input type="radio"/>				C3[JB00]	6216ZC3	GJ
<input type="radio"/>		O	D	6216ZC3[JB00]	6216ZC3	10

Favorites

Row

Supply and Demand ←

Summ Availability

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- g. Lead time is located under “Leadtime Level.” This is the estimated minimum lead time required to manufacture parts. If this is new business, the production may be negotiated with Japan (or production location). If you have additional questions about production times, you can reach out to the planner assigned to that part.

Cons. Item Pricing & Availability - Work With Supply and Demand			
OK	Find	Cancel	Form Row Tools
Item Number	6216ZC3/L627/J100	Medium Size Ball Brg(Standard)	
Branch/Plant	11	Stocking Type	P Purchased inc. Raw Material
Thru Date	*	UOM	EA BLANK Value - Do NOT OVERWRITE
Leadtime Level	200	Planner	7024 Planner - Zhanna Konart
Cumulative LT	230	Supplier	155070 NTN CORPORATION - JAPAN (O/A)

VI. RECORDS. N/A

VII. RELATED DOCUMENTS. N/A

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