

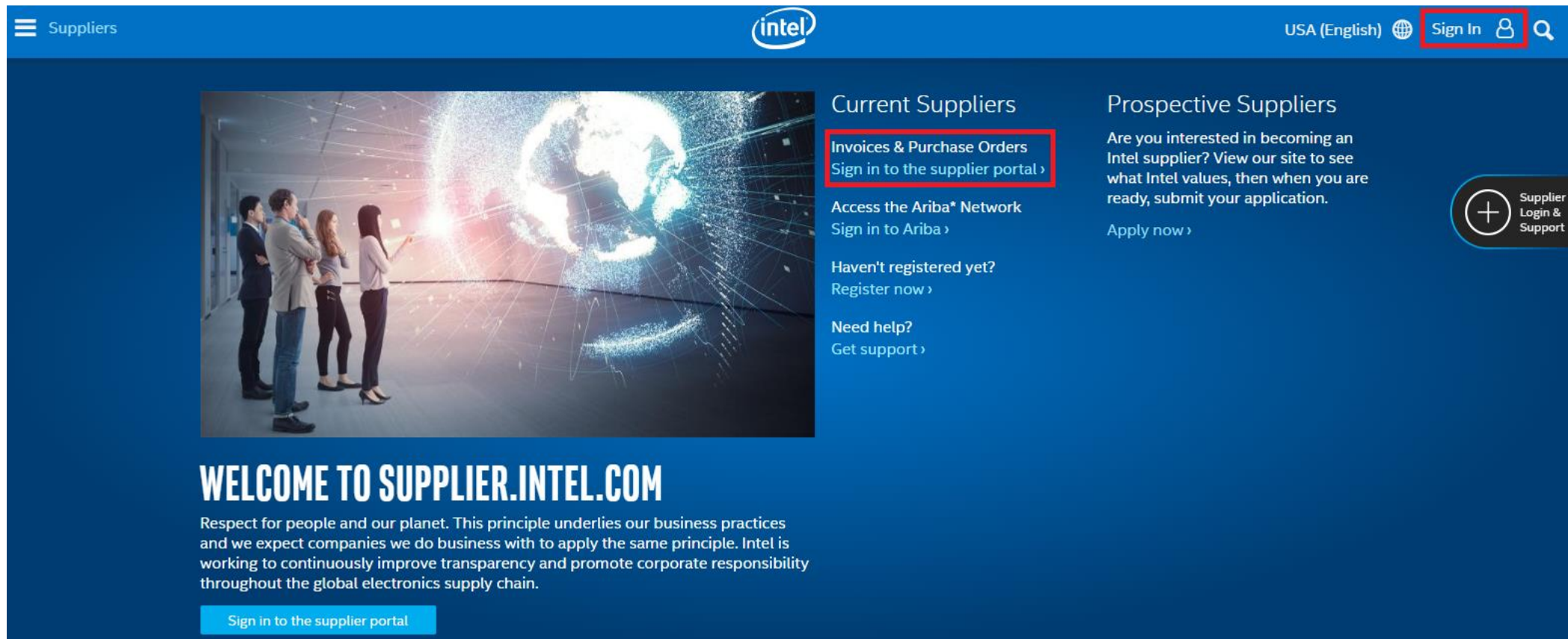
Steps to View PO

via Intel Supplier Web Portal



Step 1

- Go to <https://www.intel.com/content/www/us/en/supplier/overview.html>
- Click “*Sign In*” or “*Sign in to the supplier portal*”



Suppliers

intel

USA (English) Sign In

Current Suppliers

Invoices & Purchase Orders
Sign in to the supplier portal ›

Access the Ariba* Network
Sign in to Ariba ›

Haven't registered yet?
Register now ›

Need help?
Get support ›

Prospective Suppliers

Are you interested in becoming an Intel supplier? View our site to see what Intel values, then when you are ready, submit your application.

Apply now ›

Supplier Login & Support

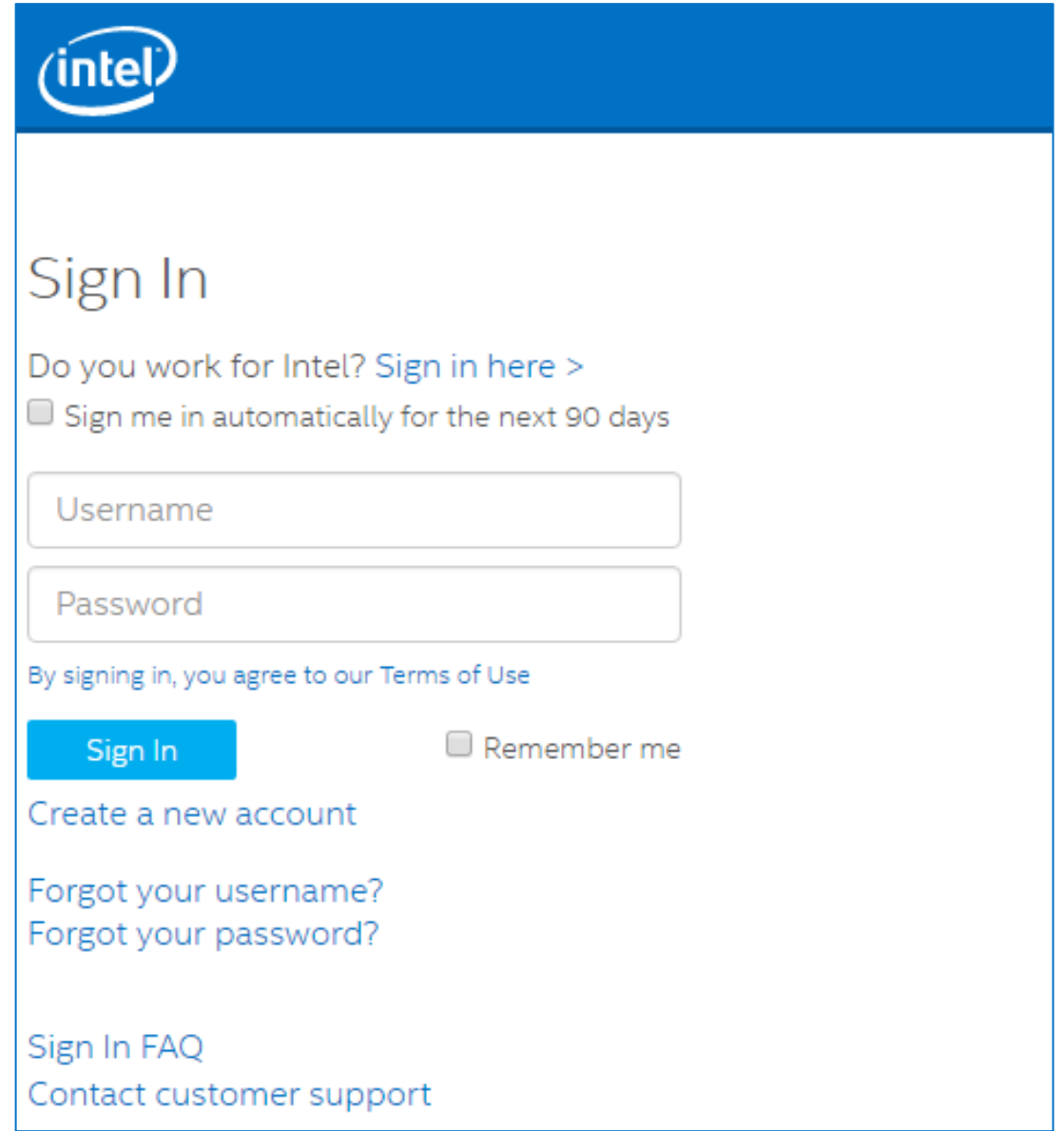
WELCOME TO SUPPLIER.INTEL.COM

Respect for people and our planet. This principle underlies our business practices and we expect companies we do business with to apply the same principle. Intel is working to continuously improve transparency and promote corporate responsibility throughout the global electronics supply chain.

Sign in to the supplier portal

Step 2

- Enter your login details:
 - [Username/Login ID](#)
 - [Password](#)
- If you forget your password/username, please click on [“Forgot your password”](#) or [“Sign In FAQ”](#) for the guideline to reset or change your password/username.



The screenshot shows the Intel Sign In page. At the top left is the Intel logo. Below it is the heading "Sign In". A link "Do you work for Intel? Sign in here >" is present, followed by a checkbox "Sign me in automatically for the next 90 days". There are two input fields: "Username" and "Password". Below the fields is the text "By signing in, you agree to our Terms of Use". A blue "Sign In" button is on the left, and a "Remember me" checkbox is on the right. At the bottom, there are links for "Create a new account", "Forgot your username?", "Forgot your password?", "Sign In FAQ", and "Contact customer support".

Step 3

- Select *Intel® Web PO*

The screenshot shows the Intel Supplier Information portal. At the top left is the Intel logo. To the right are navigation links: Site Map, Support, Account, and Sign Out. Below the Intel logo is a blue header bar with the text "Supplier.intel.com". The main content area is titled "Welcome to Your Supplier Information" and includes a personalized greeting: "WELCOME Li Jun Lau". There are two main sections: "Your Notifications" and "Your News". The "Your Notifications" section has a table with columns for Subject, Priority, Date, and Remove. The "Your News" section has a table with columns for Subject, Date, and Remove. On the left side, there is a vertical menu with various options. The "Intel® Web PO" option is highlighted with a blue box.

Supplier.intel.com

Accounts Payable
[Intel® Payment Tracker](#)
[Intel® Web Invoice](#)

Contingent Workforce Supplier Policy
[Intel® Routing Guide](#)

Intel® Web Forecast
[Intel® Web Forecast](#)

Intel® Web PO

Manage My Account

Materials Auto Replenishment
[Cnsg. Mgmt Detail](#)
[Cnsg. Mgmt Summary](#)

WebSuite Support
[Web Suite Support](#)

Welcome to Your
Supplier Information

WELCOME Li Jun Lau

Your Notifications

Subject	Priority	Date	Remove
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[Remove Selected Notifications](#)

Your News




Subject	Date	Remove
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Step 4

- If you would like to search for only a PO number under your supplier ID, you can just fill in the PO number in the “PO Number” blank.
- If you would like to search all POs’ under your Supplier ID, just fill in your Supplier ID in the “Vendor ID” blank.

Intel® Web PO

Search Purchase Order - Li Jun Lau,

* Click on the PO number to view Purchase Order details
* Click on Company number or Vendor number to view descriptions
* Click on the column heading to sort PO's by that heading
* Click on the column heading to toggle direction of sort order
* Mouse over the following status images to see description
NEW CHG CAN CLO BLO WIP
*  = Email Notification not sent for this PO or PO change. See online help for additional details.
*  = Down Payment PO.
* **PO #** = Machine Down. Urgent! Please complete ASN.
*  Other names and brands may be claimed as the property of others

Company Code All

Vendor ID Enter full 10 digit Vendor ID

Purchasing Org All

Vendor Name Enter full or partial text

PO Number Enter full or partial text

PO Status New Changed Cancelled Closed

Special Status Blocked Work In Progress Bypassed DownPayment

View Status Viewed Unviewed

Buyer Name Enter full or partial text

Buyer Code Enter full or partial text

Supplier Part Enter full or partial text

PO Gen Date From To

- Now, you will be able to see PO

<u>PO</u>	<u>ST</u>	<u>CY</u>	<u>Comp</u>	<u>Vendor</u>	<u>Status</u>	<u>Amount</u>	<u>PO Gen Dt</u>	<u>Buyer</u>	<u>SUPPLIER CONTACT</u>	<u>Viewed</u>
<u>300</u>			<u>481</u>	<u>10000</u>	NEW		26-Sep-2016	OFS		<u>unviewed</u>

- In case you don't have the log in information, please contact Intel Customer Support and dial the toll-free number based on the country your Supplier ID resides in:
<https://www.intel.com/content/www/us/en/supplier/resources/self-help/contact-us.html>
- The following link has a detail training on how to view PO's, submit and track your invoices via Intel Supplier Portal:
<https://www.intel.com/content/www/us/en/supplier/resources/self-help/intel-corporation-support.html>

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