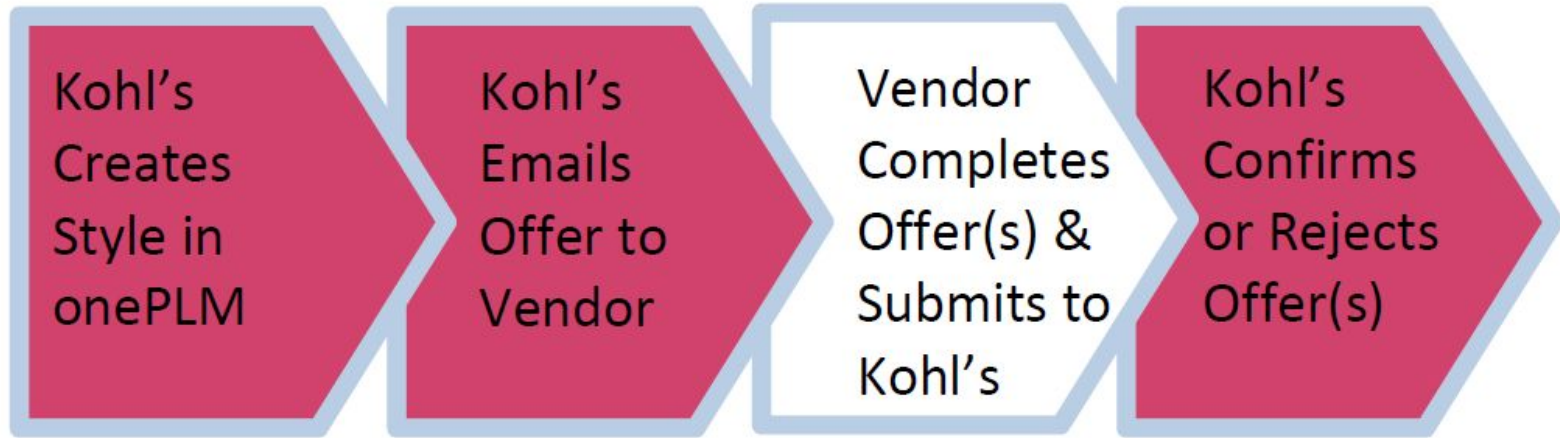# onePLM Training
## Domestic Vendors – Footwear
### November 2017

# Agenda

- Offer Response
- Sample Management Best Practices
- Q&A
- Style Upload (Aldo Only)
  - Overview
  - Workflow
  - Style Upload Worksheet
  - Best Practices
    - Style Upload
    - Sample Evaluation
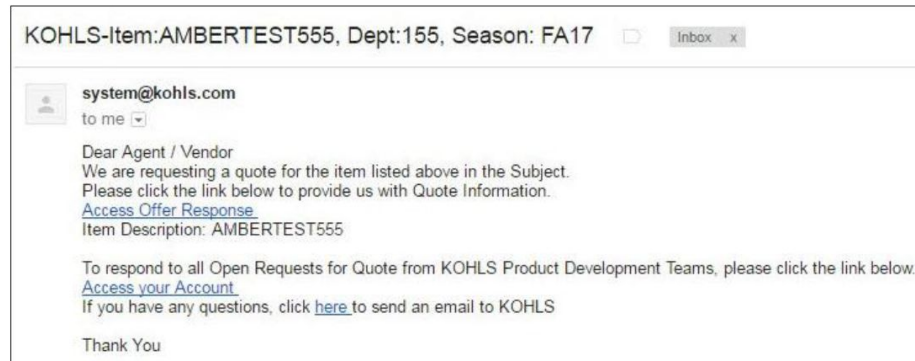
# Offer Response

Process Overview

| Kohl's Creates Style in onePLM | Kohl's Emails Offer to Vendor | Vendor Completes Offer(s) & Submits to Kohl's | Kohl's Confirms or Rejects Offer(s) |
|---|---|---|---|

# Offer Response



## How do I know when there is a new offer?

- **Option 1:** Await an email notification

*"We are requesting a quote for the item listed above in the Subject"*

KOHLS-Item:AMBERTEST555, Dept:155, Season: FA17    Inbox   x

system@kohls.com
to me ▾

Dear Agent / Vendor
We are requesting a quote for the item listed above in the Subject.
Please click the link below to provide us with Quote Information.
Access Offer Response
Item Description: AMBERTEST555

To respond to all Open Requests for Quote from KOHLS Product Development Teams, please click the link below.
Access your Account
If you have any questions, click here to send an email to KOHLS

Thank You

All onePLM email notifications will go to the email address listed on your onePLM **Vendor Record**

- **Option 2:** Search in onePLM

**REQUEST FOR QUOTE**

REQUEST FOR QUOTE DASHBOARD

- Dashboard
- Request(s)
- Offer Response

1. Click on **Request For Quote** on the Left Nav bar
2. Click on **Offer Response**
3. Fill in search criteria
   - "Style Search Information" - Fill in desired search fields
   - "Offer Search Information" - In the **Offer Status** field choose "Emailed"
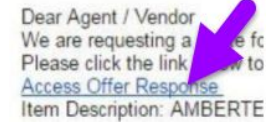4. Click **Search**

# Offer Response

## I have an offer(s) I need to complete - What do I do next?

Navigate to the Offer Response Page

- Option 1: Use the link provided in your email notification
    1. Login to onePLM
    2. Navigate back to your email notification
    3. Click on the **Access Offer Response** link

Dear Agent / Vendor
We are requesting a ... fo
Please click the link ... to
Access Offer Response
Item Description: AMBERTE
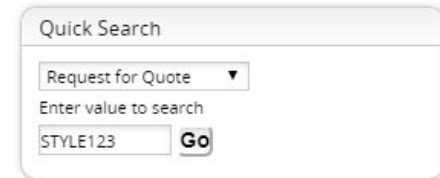
- Option 2: Use the link provided in your onePLM search results
    1. Perform your Offer Response search
    2. In your results list, click on the **Offer No** link

| Offer No | Offer Status |
|---|---|
| 1428299 | EMAILED |

- Option 3: Navigate to the style's Offer tab
    1. Navigate to the **Quick Search** box
    2. In the drop down select **Request for Quote**
    3. Enter in the style #
    4. Click **Go**
    5. Click on the **Offers** tab
    6. Click on the **Offer No** link

Quick Search

Request for Quote ▼
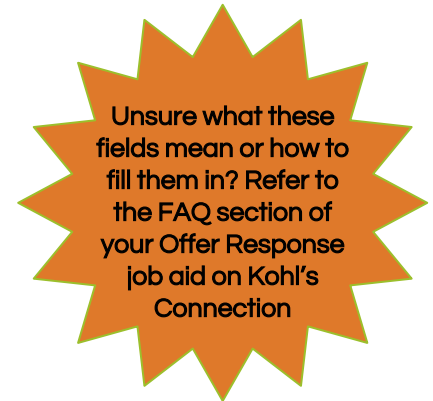Enter value to search
STYLE123  Go

# Offer Response

## I'm on the Offer Response page - How do I fill it in?

**Step 1:** Fill in the below fields + Save

- FC
- Factory
- HTS

**Step 2:** Fill in the below fields

- COP
- FOB
- POE

- Units/Inner
- Units/Outer (FTWR)
- Carton Code (FTWR)

- Max Carton Size/Display Dim
- Unit Meas Pack Meas

Unsure what these fields mean or how to fill them in? Refer to the FAQ section of your Offer Response job aid on Kohl's Connection

**Step 3:** Add the Shoe Box Cost + Save

1. Navigate to the **Vendor Notes** box
2. Type "Shoe box cost is" and the amount + Save

Vendor Notes

Shoe Box Cost is 0.205

**Step 4:** Send the offer back to Kohl's

1. Select the **Actions** drop down
2. Choose **Submit Offer to Kohl's**

# Offer Response



## I have a lot of offers - What is the quickest way to fill them in?

Begin by using the Left Nav Offer Response Search (Option 2 on slide 3)

Why?  By doing so, you can toggle in + out of offers

How?  There are (2) options for toggling

Option 1:  Left Nav results list

Option 2:  Left Nav list icon
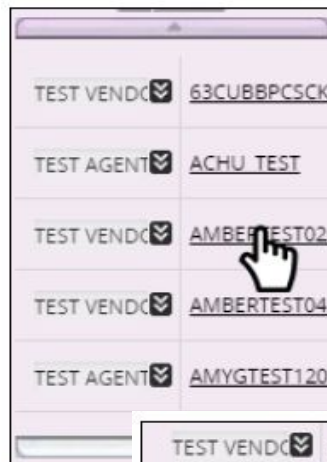


Your search results are listed on the Left Nav bar. Click on a link to go directly to the next offer
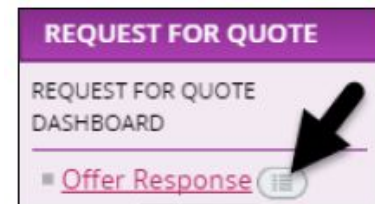


Select this icon to navigate back to your search results



Click the arrow bar to scroll up and down the list

# Offer Response

Watch the below video to see a Footwear Vendor:

- Search for their offers
- Fill in + Submit an offer to Kohl's
- Toggle in + out of offers
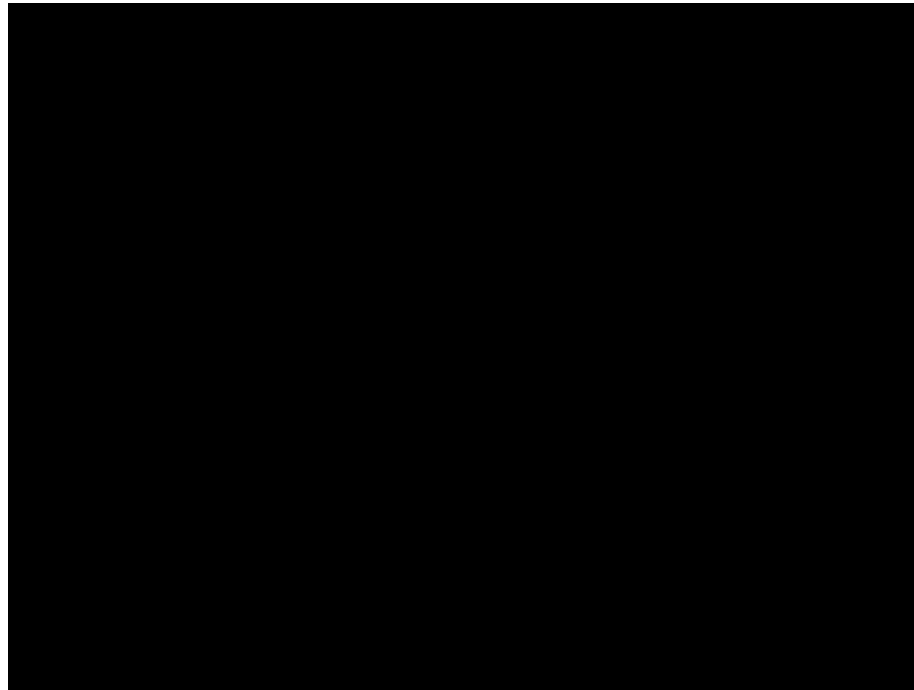
# Offer Response

## How do I know if Kohl's Confirmed or Rejected My Offer(s)?
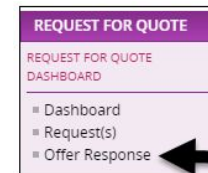
- Option 1: Await an email notification

  *"Kohl's has confirmed your offer for this item…"*
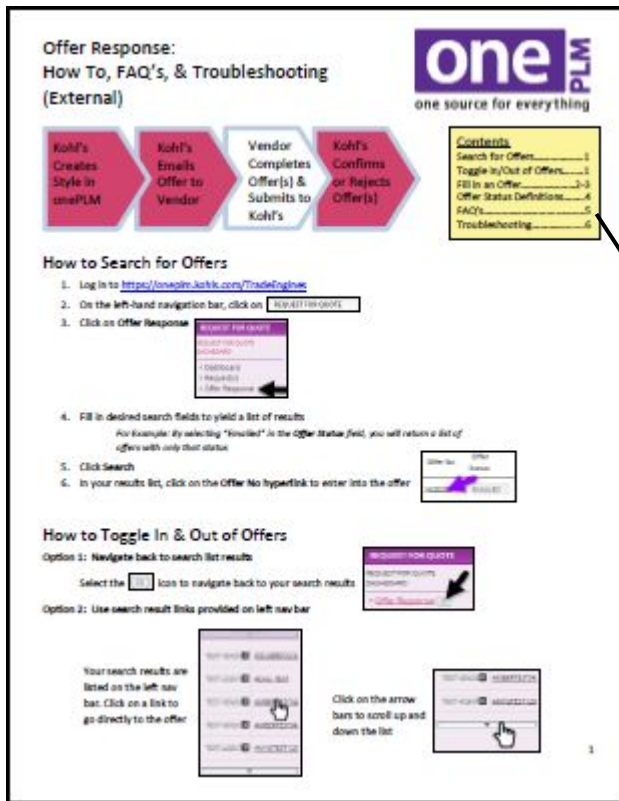  *"We are rejecting your offer #….."*

KOHLS-Item: AMBERTEST1029, Dept: 155, Season: FA14

IMPORTSMIO@kohls.com
to me

Dear TEST VENDOR - V2010 UPGRADE, TEST

Kohl's has confirmed your offer for this item: AMB

Offer Rejection notification - 1453469, , AMBERTEST040617, 010

system@kohls.com
to me

Dear Vendor/Agent,
We are rejecting your offer - 1453469 in response to quote 00412844.
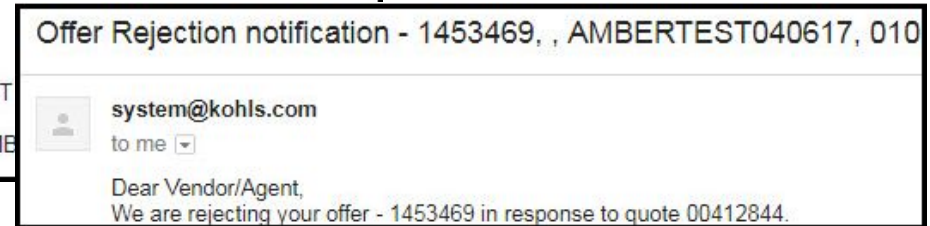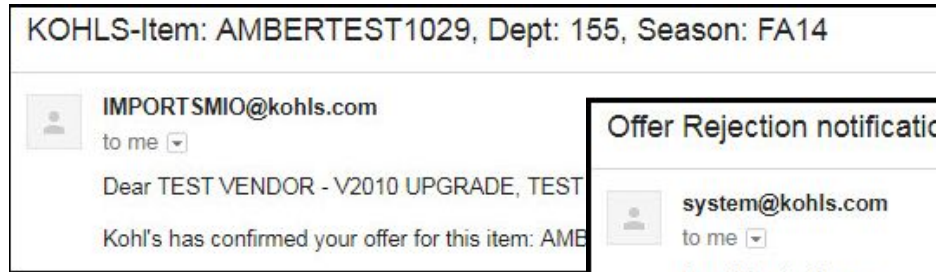
- Option 2: Search for your offers in onePLM
  1. Click on **Request For Quote** on the Left Nav bar
  2. Click on **Offer Response**
  3. Fill in search criteria
  4. Click **Search**
     - Confirmed offers will have a status of = CFM
     - Rejected offers will not be in your search results

**REQUEST FOR QUOTE**

REQUEST FOR QUOTE DASHBOARD

- Dashboard
- Request(s)
- Offer Response

# Offer Response

Why should I keep the Offer Response Job Aid on hand?



It has a FAQ + Troubleshooting section



Contents
Search for Offers...................1
Toggle In/Out of Offers........1
Fill in an Offer......................2-3
Offer Status Definitions........4
FAQ's...................................5
Troubleshooting...................6

# Best Practices – Sample Evaluation

- **All correspondence for sampling happens within onePLM**
- Comments – precede with initials and date (e.g. RH 08/01/2017) to allow for back & forth dialog
- Comments - never delete, always add new
- Enter Vendor Planned Ship Date (VPSD) within 48 hours of Sample Request
- Enter any photos & power point images in the sample evaluation attachments w/a comment to your designer (or PM) to look at these items
- Use the 'New Notification Query' for managing sample requests
- Vendors can add Images (including 3D links) in the sample attachments tab (job aid):



| | | 3D RENDERING | --Select-- | | http://brand.stylezone.com/garments/547c997aeb1c70032428f548 | LENA LIM | 12/19/2016 |
| | | 3D RENDERING | --Select-- | | OPTITEX SHORT SLEEVE LINK HERE: https://ocloud.optitex.com/digitalcollection/#/restricted/companies/10/collections/17/styles/2201/variants/assets | SCOTT OLDHAM | 12/19/2016 |
| | | 3D RENDERING | --Select-- | NO IMAGE ATTACHED | CLO SHORT SLEEVE FILE ATTACHED (no thumbnail image) | RYAN TENG | 12/19/2016 |

# Q&A
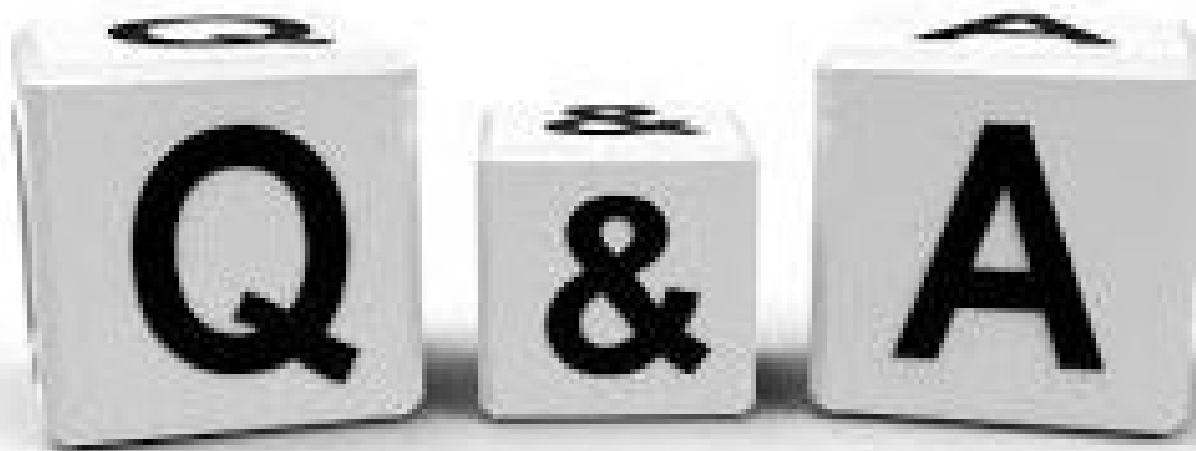
# Resources

- onePLM Training Page (External Only)
  - Located on Kohl's Connection
    www.connection.kohls.com > New Vendors > onePLM Training

## Intro to onePLM

- How to Purchase a Login
- Leap Navigation
- How Do I Receive Alerts From onePLM

## Quote Page & Offers

- Request For Quote
- Ready to Preclass
- Offer Response: How to, FAQ's & Troubleshooting
- Watch Me Submit an Offer (7/30/17)
- Watch Me Submit a Footwear Offer

## Samples

- Sample Management (7/30/17)
- Watch Me Respond to Email Notification, Generate Sample Tag, Enter in Vendor Planned Ship Date

- Need Login Help?
  - How to Purchase
    Kohl's Connection > New Vendors > onePLM Training > Intro to onePLM > How to Purchase a Login
  - Trouble Logging in
    Kohl's Connection > New Vendors > onePLM Training > How to Get onePLM Technical Help

- Have a Process Que?
  Email onePLMsupport@kohls.com

- Need Technical Assistance?
  Kohl's Connection > New Vendors > onePLM Training > How to Get onePLM Technical Help

# Style Upload Worksheet - Overview

## What is the 'Style Upload Worksheet' & what role does the Vendors play?

- **This worksheet becomes your meeting recap or the way you can share new style idea's to Kohl's Product Development**

- The style upload worksheet allows Kohl's to create styles in onePLM through a 'watch folder'.

- Style Upload Worksheet enables

  - Quick style & sample creation

  - Workload visibility

  - Clear vendor expectations

- Aldo will be our pilot vendor with the goal to roll out to all vendors

# Style Upload Worksheet - Workflow

1. Kohls Product Management shares needs via e-mail or in-person market meetings

2. Vendor will e-mail offered styles or agreed upon style in market via 'Style Upload Template'

3. Kohls PM will upload the 'Style Upload Template' via a watch folder & request samples

   **Note, only styles Kohls would like to pursue will be uploaded into onePLM**

4. All sample commenting will happen through onePLM

5. **Vendor to upload any photos shared to kohls in the sample attachments**

# Style Upload Worksheet

**What does a 'best in class' Style Upload Worksheet look like?**

The vendor is responsible for filling out any yellow colored fields , Link to 'best in class' worksheet



**How do I get the 'Style Upload Worksheet'?**

The initial worksheet will need to be sent from your PM team

Link to initial worksheet similar to the one sent from your PM team



**How do I fill in the the 'Style Upload Worksheet'?**

Watch me video *on Kohls Connection &* job aid

# Best Practices – Style Upload

- Reordering columns, adding macros or having multiple tabs will **NOT** allow Kohl's to upload the style through the 'watch folder'.

- Use the 'features' column to input material information & any information you would like to 'stay' with the style upon creation in onePLM.

- If additional columns or photos are needed, add these to the end of the worksheet:



- 48 hour turn time from vendors, when meeting in person

- If vendor style # is used, ensure it is unique. Kohls will need to assign a smart style ID upon style adoption.

- Kohls will only upload styles in onePLM they intend to go forward with. *This means all style may not be upload into onePLM.* If this is the case, samples should be sent back by Kohl's. *Only applicable in Design Assist cases*

# Resources

- onePLM Training Page (External Only)
  - Located on Kohl's Connection
    www.connection.kohls.com > New Vendors > onePLM Training

**Style Development**
- 📄 Tech Spec (Style Technical Specifications)
- Watch Me Find the Base Style Tech Spec
- Style Development & Bidding eLearning
- Watch Me Search For R&D Styles in onePLM
- Watch Me Find R&D Style Info and Sample Request
- 3D Link Sharing
- 📄 Style Upload
- 📄 Style Upload Best Practices
- Watch Me Fill in the Style Upload Sheet

- Need Login Help?
  - How to Purchase
    Kohl's Connection > New Vendors > onePLM Training > Intro to onePLM > How to Purchase a Login
  - Trouble Logging in
    Kohl's Connection > New Vendors > onePLM Training > How to Get onePLM Technical Help

- Have a Process Que?
  Email onePLMsupport@kohls.com

- Need Technical Assistance?
  Kohl's Connection > New Vendors > onePLM Training > How to Get onePLM Technical Help