

# April 2013 FNS WBSCM Newsletter



Web Based Supply Chain Management



## WBSCM News & Updates

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### WBSCM Defect Release

WBSCM Defect Release 2.2.16.0 is scheduled to be deployed mid June.

Current release notes can be found in the **WBSCM news and announcement forum** section which is located under the **Home** tab. A full list of open defects is located at <http://www.fns.usda.gov/fdd/WBSCM/default.htm>

### WBSCM Tips and Tricks slides from ACDA

If you were unable to attend the 2013 ACDA conference or you missed the WBSCM tips session, you can view the slides on the FDD site by clicking

■ **NEW** [2013 ACDA WBSCM Tips and Tricks](#)

### WBSCM Spring/Summer Webinar Schedule

Over the next few months, FNS will be conducting WBSCM Webinars with each individual webinar focusing on a particular topic as we did last fall. These webinars will be targeted at new SDAs or those SDAs needing additional training with the exception of the User Registration session.

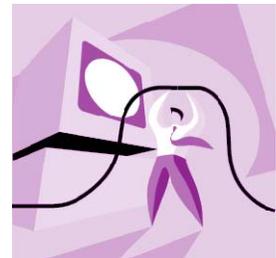
The sessions will be in one hour blocks from 2:00 PM to 3:00 PM Eastern time.

The schedule is as follows;

- April 30: Complaints
- May 7: Reports
- May 14: Catalog Maintenance
- May 28: Requisition and Sales Order Creation
- July 9: Multi-food Ordering
- July 23: Redistributions
- Aug 6: User and Organization Administration
- Aug 20: Receipting

Additionally, there will be a session for Processors on June 21.

If you are interested in attending, please send an email to Robin Jepson [robin.jepson@fns.usda.gov](mailto:robin.jepson@fns.usda.gov) and Albert Lee [albert.lee@fns.usda.gov](mailto:albert.lee@fns.usda.gov) with the session(s) you are interested in attending. The day before the webinar, you will receive the session webinar login in and password information.



### Reminder:

To ensure you receive the latest news and updates, register to receive free E-mail notifications when the WBSCM Homepage has been updated at [www.fns.usda.gov/fdd/WBSCM](http://www.fns.usda.gov/fdd/WBSCM) and click the link "Email Updates" .

### School Ordering Reminders

SY 2013/2014 orders are due and buying is starting in May for July– September deliveries. Reminder emails are being sent in April and May regarding important dates. If you have any questions please contact the specialists listed in the emails.

### New Ship-To Report: Updates and Corrections by States

An email requesting that States review and update current Ship-to's assigned to their orders will also be sent out early May. The email will include information about the new ship-to report that will be posted on the FDD site <http://www.fns.usda.gov/fdd/WBSCM/crosswalks.htm> and will include instructions on how to use the new report. This report will be used to ensure that the ship-to destinations and contact information are still accurate before many orders are purchased and PO's can be issued with correct information to be delivered on time.

## WBSCM Tips

### 1. Updating the Group No. or Quantity fields in the CWB

After entering a new value in the **Group No** or **Quantity** fields, it is critical that you press **Enter** on your keyboard, as this will process the entries. If you do not press Enter, your changes may not be saved and you will need to redo them. You must apply this step **before** clicking the Update Req button.

Home | Operations | Admin | Reports | Help | Test Transactions

Order Processing

Consolidate Requisitions - NEW

Back | Req's Past Order-By Date | Ordered Product: 130006-CHEESE CHED YEL CUTS-4/10 LB | Unit Of Me

View [Standard View] | COLLAPSE ALL | Unallocate | Return | Decline | Update Req

Row L1	For FTL	Quantity	Ship Date	Ship-To	Ship-To Name	Ship-To City	Ship-To Rg	Multi Stop	Group No
	+640 /-0	300	03/31/2012	*	*	*	*	<input checked="" type="checkbox"/>	303430318
		100	03/31/2012	8000251	CA HOOPA	HOOPA	CA	<input type="checkbox"/>	303430318
		100	03/31/2012	8000251	CA HOOPA	HOOPA	CA	<input type="checkbox"/>	303430318
		100	03/31/2012	8000252	CA RIVERSIDE	BEAUMONT	CA	<input type="checkbox"/>	303430318

### Ship-To Inbox:

A mailbox has been established to receive requests to have SHIP-TO locations assigned to Domestic Business Partners and to establish new Ship-To locations within WBSCM. Please email FNS-7s to: [WBSCM-Ship-To@fns.usda.gov](mailto:WBSCM-Ship-To@fns.usda.gov).

### 2. Setting Threshold Percentages for RAs

When setting the entitlement threshold percentages for one RA organization, the changes are applied to **ALL** of an SDA's RA's. The threshold percentages are program specific so a percentage needs to be set for each program that the SDA is working with.

Home | Operations | Admin | Reports | Help

Manage Users | Master Data | Organization Maintenance

Maintain Organization

Detailed Navigation

- Maintain Organization
- Upload New RA Organizations
- Upload RA Updates

Portal Favorites

- Domestic Order Entry
- SDA Entitlement Budgeting for NSLP

Update my Organization - Org ID : 4900130

Address | Relationship | Programs | Long Text | Miscellaneous

Entitlement Thresholds

Notification Percentages

NSIP Notification %: NONE | NSLP Notification %: 100 %

TEFAP Notification %: 90 % | CACFP Notification %: 90 %

SFSP Notification %: 120 %

Stop Order Percentages

NSIP Stop Order %: NONE | NSLP Stop Order %: NONE

TEFAP Stop Order %: NONE | CACFP Stop Order %: NONE

SFSP Stop Order %: NONE

A full list of FAQs and tips can be found on the FDD Website at [http://www.fns.usda.gov/fdd/WBSCM/WBSCM\\_General.htm](http://www.fns.usda.gov/fdd/WBSCM/WBSCM_General.htm)

## Useful Links

**WBSCM:** <http://www.usda.gov/wbscm>

**FDD:** <http://www.fns.usda.gov/fdd/wbscm>

## What's Next?

### Future Targeted Initiatives

- \* Goods Receipt (Including business processes)
- \* Invoicing
- \* Entitlement
- \* Performance Improvements

## Upcoming Events

### School Nutrition Association (SNA)

July 14-17

## Communicate with FNS – questions, concerns, issues

Dennis Sullivan – FNS Systems Branch Chief, FNS WBSCM Project Manager

– 703-305-0188

– [dennis.sullivan@fns.usda.gov](mailto:dennis.sullivan@fns.usda.gov)

Peggy Cantfil – FNS FDD Special Nutrition Operations Branch Chief (NSLP, CACF, SFSP, NSIP)

– 703-305-2659

– [peggy.cantfil@fns.usda.gov](mailto:peggy.cantfil@fns.usda.gov)

Janice Fitzgerald – FNS Household Programs Operations Branch Chief (FDPIR, CSFP, TEFAP)

– 703-305-7537

– [janice.fitzgerald@fns.usda.gov](mailto:janice.fitzgerald@fns.usda.gov)

Todd Griffith – FNS WBSCM Data Management & Interfaces Lead

– 703-305-7506

– [todd.griffith@fns.usda.gov](mailto:todd.griffith@fns.usda.gov)

Robin Jepson – FNS WBSCM Change Management & Process Improvement

– 703-305-7524

– [robin.jepson@fns.usda.gov](mailto:robin.jepson@fns.usda.gov)

Martha Shramek – FNS WBSCM Report & Information Access Lead

– 703-305-7535

– [martha.shramek@fns.usda.gov](mailto:martha.shramek@fns.usda.gov)

## WBSCM Service Desk

The WBSCM Service Desk contact information is as follows:

Call-in phone number is: 877-WBSCM-4U or 877-927-2648

Email inquiries:

[WBSCMhelp@ams.usda.gov](mailto:WBSCMhelp@ams.usda.gov)

Web form link on WBSCM Portal : <https://srai.service-now.com>. From this link users can access a form and submit it to the WBSCM Service Desk as well as monitor the status of their help ticket. This is a separate application from WBSCM and will require an additional login and password. Users will enter the WBSCM email address as the logon and a password can be created. Using this site is optional.

Hours of Operation: 8:00 AM to 6:00 PM ET

## Suggestion Box

Is there something you would like to see in the newsletter? Send your thoughts and comments to [ja-karra.nichols@fns.usda.gov](mailto:ja-karra.nichols@fns.usda.gov)