



Logging into Supplier Portfolio

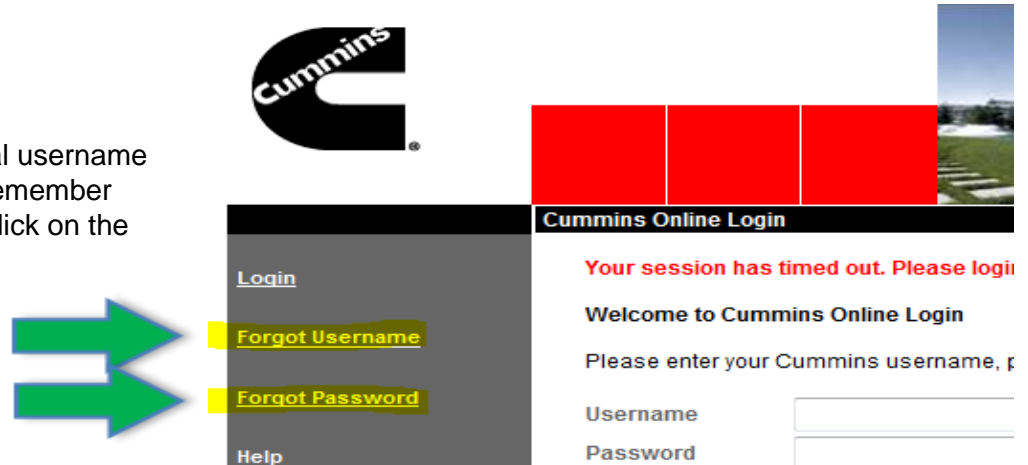
Note: Access to the Supplier Portfolio and other applications, is gained through the Cummins Supplier Portal at <http://supplier.cummins.com/>.

Logging into Supplier Portal and Portfolio

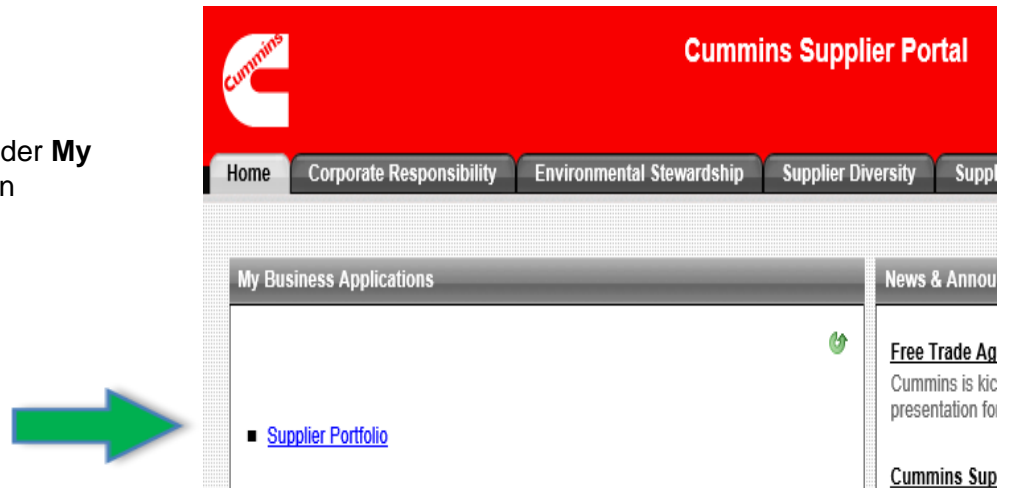
1. When you are ready to use Supplier Portfolio, go to:
<http://supplier.cummins.com/>
2. At the Cummins Supplier Portal page, click on **Sign In** (top right side of screen).



3. Log in with your Supplier Portal username and password. If you do not remember your username or password, click on the link for assistance.



4. On the left side of the screen under **My Business Applications**, click on **Supplier Portfolio**.



Logging Into Supplier Portfolio

5. The system will allow you to log into the Oracle E-Business Suite, where the Supplier Portfolio application is housed. Type in your Portfolio username and password, received from Cummins Business Services (Workflow Mailer) or cbs.finance.call.center@cummins.com. **If you do not remember your username or password, please contact supplier.portfolio@cummins.com for assistance.**

The screenshot shows the Oracle E-Business Suite login interface. At the top, it says "ORACLE E-Business Suite". Below that, it indicates the environment: "Core Finance Production (FPRD1) (11.5.10.2, DB 10.2.0.4)". There are input fields for "Username" and "Password". A "Login" button is present. Below the login fields, there is a link for "Cummins internal users: To reset your CORE Finance password, please go to wwims.cummins.com". There is also a "TIP" link for "Forgot your password?". At the bottom, there are language options: "Español Latinoamericano", "日本語", "한국어", "Português do Brasil", "English", and "简体中文". A copyright notice at the bottom reads "Copyright (c) 2006, Oracle. All rights reserved."

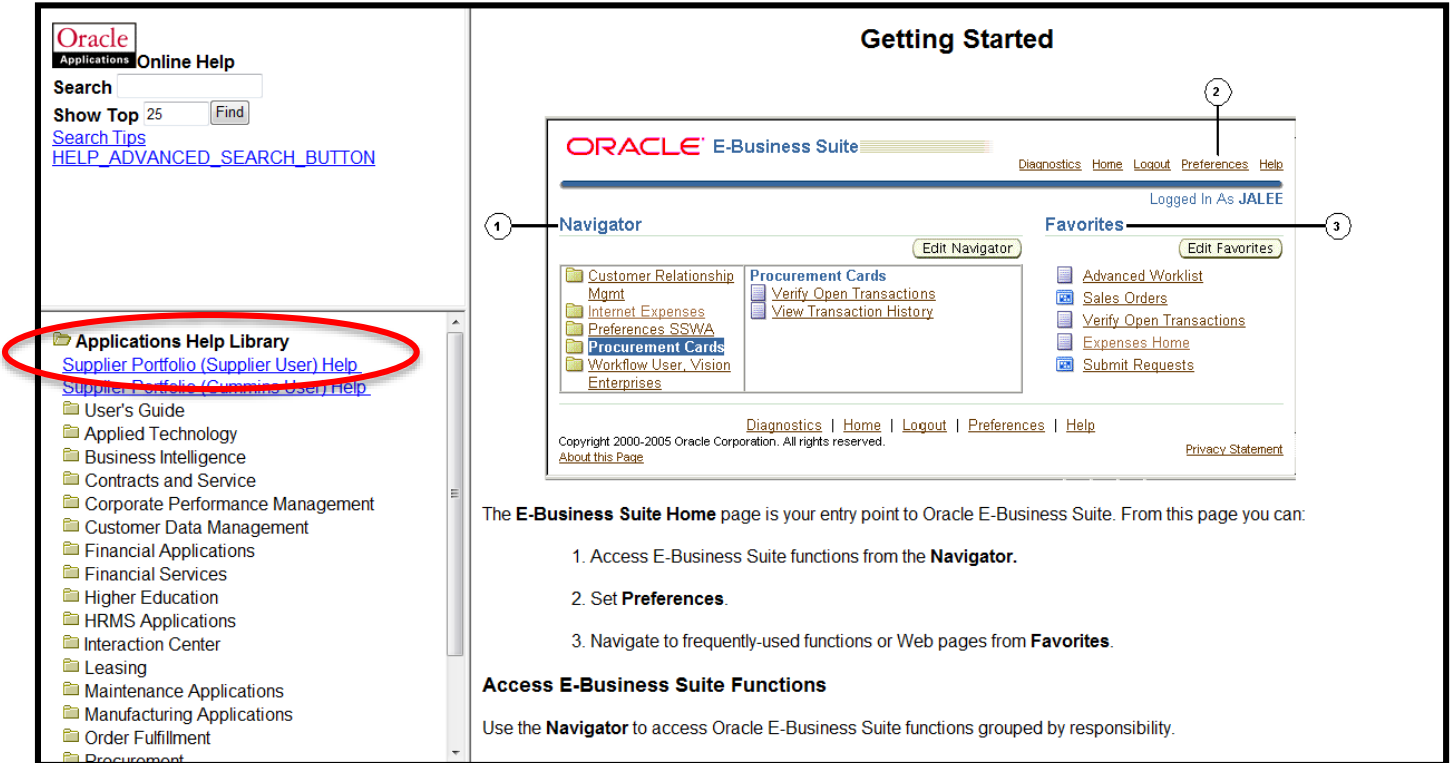
6. Now you are ready to use Supplier Portfolio. You can:

- Select **Invoices** or **Payments** on the right side of the screen.
- View a video or print out step-by-step instructions and view an array of topics.
- Choose from several tools available in the **Help** section.

The screenshot shows the main menu of the Supplier Portfolio application. At the top left, there is a red header with the Cummins logo and the text "Supplier Portfolio". On the top right, there are links for "Home", "Logout", and "Preferences". Below the header, there is a search bar with a dropdown menu set to "PO Number" and a "Go" button. A red box with the text "Search by Invoices or Payments" has an arrow pointing to the search bar. Below the search bar, there is a "Notifications" section with a "Full List" button. A table with columns "Subject" and "Date" is shown, with the text "No results found." below it. On the right side, there is a vertical menu with "Invoices" and "Payments" options, each with a radio button. At the bottom, there is a navigation bar with links for "Home", "Account", "Home", "Logout", "Preferences", "Help", and "Diagnostics". The "Help" link is circled in red. A copyright notice at the bottom left reads "Copyright (c) 2006, Oracle. All rights reserved. About this Page".

Logging Into Supplier Portfolio

7. Click the **Help** link on the screen and you will go to **Oracle Applications Online Help**.



Oracle Applications Online Help

Search

Show Top 25

[Search Tips](#)
[HELP_ADVANCED_SEARCH_BUTTON](#)

Applications Help Library
[Supplier Portfolio \(Supplier User\) Help](#)
[Supplier Portfolio \(Cummins User\) Help](#)

User's Guide
 Applied Technology
 Business Intelligence
 Contracts and Service
 Corporate Performance Management
 Customer Data Management
 Financial Applications
 Financial Services
 Higher Education
 HRMS Applications
 Interaction Center
 Leasing
 Maintenance Applications
 Manufacturing Applications
 Order Fulfillment
 Procurement

Getting Started

ORACLE E-Business Suite

Diagnostics Home Logout Preferences Help

Logged In As JALEE

Navigator

Customer Relationship Mgmt
 Internet Expenses
 Preferences.SSWA
Procurement Cards
 Workflow User_Vision Enterprises

Procurement Cards
 Verify Open Transactions
 View Transaction History

Favorites

Advanced Worklist
 Sales Orders
 Verify Open Transactions
 Expenses Home
 Submit Requests

Diagnostics | Home | Logout | Preferences | Help

Copyright 2000-2005 Oracle Corporation. All rights reserved.
[About this Page](#) [Privacy Statement](#)

The **E-Business Suite Home** page is your entry point to Oracle E-Business Suite. From this page you can:

1. Access E-Business Suite functions from the **Navigator**.
2. Set **Preferences**.
3. Navigate to frequently-used functions or Web pages from **Favorites**.

Access E-Business Suite Functions

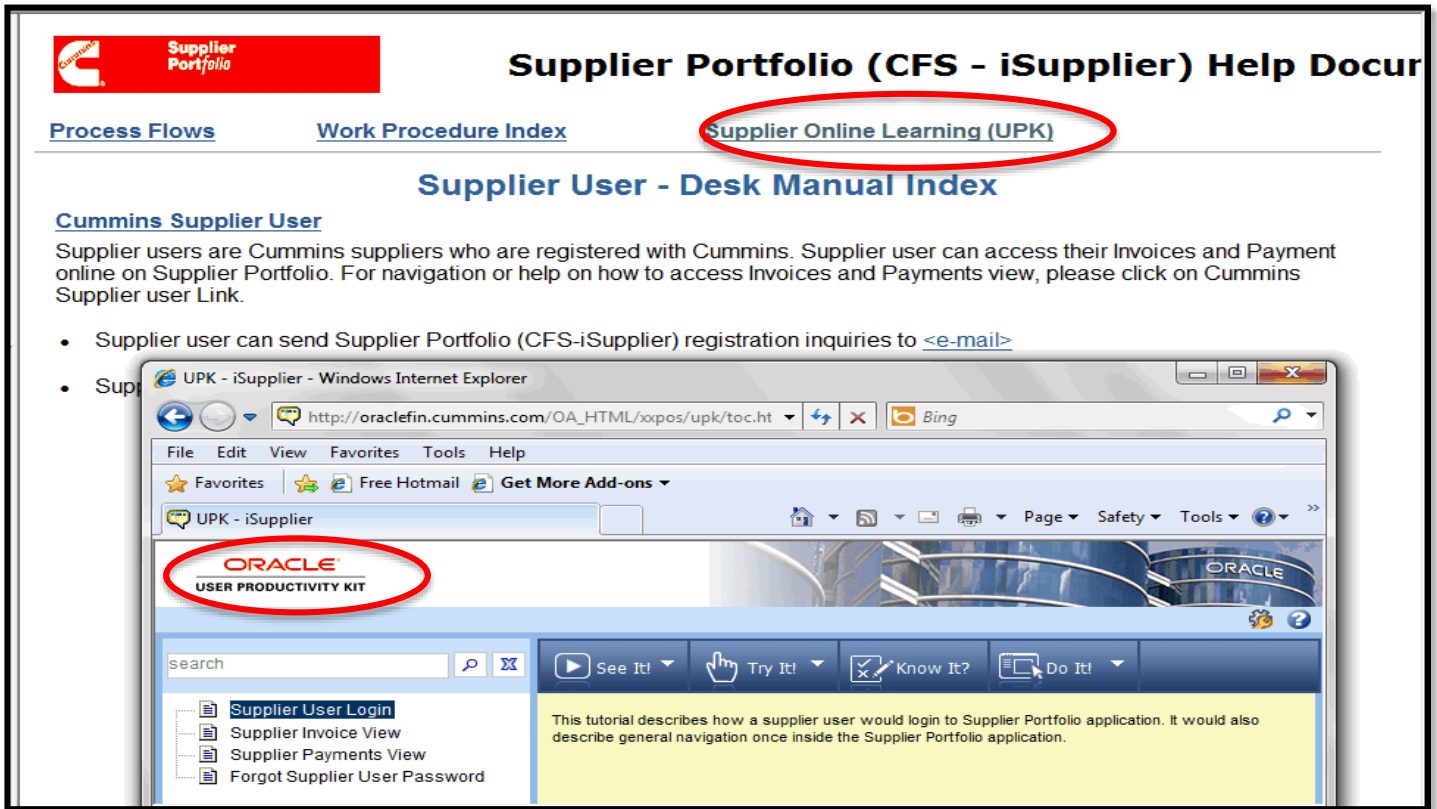
Use the **Navigator** to access Oracle E-Business Suite functions grouped by responsibility.

Logging Into Supplier Portfolio

8. Click on **Supplier Online Learning**. A pop-up window will appear.

Oracle provides help called “UPK” (User Productivity Kit) which allows various forms of interactive training. As shown here, they are:

- See It!
- Try It!
- Know It?
- Do It!



If you have...	then...
Questions about Supplier Portfolio or Portfolio-BOLT	Send an email to the Portfolio team at supplier.portfolio@cummins.com
Other supplier questions	Use the Contact Us link on the upper right corner of the supplier portal (supplier.cummins.com) to contact the Supplier Help Desk or send an email to supplier.portal@cummins.com .