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PHILIPS

LightConnect

Information at your fingertips

Quick reference guide

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Overview

Who should use Philips Lighting LightConnect sales portal?

Below is a grid that describes who should be using LightConnect and who should be using TradeLink.

LightConnect	TradeLink
An <u>agent</u> looking for status on a Professional luminaire order and PLS availability.	A <u>distributor</u> looking for information on their Professional or Consumer luminaire order.
A <u>Philips Direct</u> looking for status on a Professional luminaire order and PLS availability.	A <u>distributor</u> looking for information on their Professional or Consumer lamp order.
A <u>Distributor</u> looking for PLS availability.	An <u>agent</u> looking for information on their Professional or Consumer lamp order.
	An <u>agent</u> looking for information on their Consumer luminaire order.

Accessing Philips Lighting LightConnect

The Philips Lighting LightConnect landing page is where the user will log into the tool. You can also reset your password, register, and view the Frequently Asked Questions.

PHILIPS LightConnect Sales Portal

LOGIN

Username:

Password:

To generate a password automatically click [Reset password](#).

New to LightConnect? Register [Here](#)

Use of this site is subject to [Terms and Conditions of Use](#).

If you have any questions, please contact LightConnect@philips.com.

You can also view the [LightConnect Manual](#) for information on how to use LightConnect or check out our [Frequently Asked Questions](#).

User name and Password are case sensitive

Agency Partners, Philips Directs and Distributors can register here.

Order Search Landing Page

To locate your order, you can search by the following criteria:

Order Number, Project Name,* Project Number, Customer Name,

* Customer Number (must be preceded by two zero's, i.e. 001XXXXXXXXX),

PO Number and Date Entered.

** Denotes Wild Card search.*



Search criteria within LightConnect

To Search by a PO Number, Project Name, Project Number or a Customer Name, a wildcard search is automatically performed at the end of the field. i.e. you are looking for PO 123AB, you can enter 123 and all results beginning with 123 will be displayed. You can also perform a wildcard search before your entry using a % sign. For example if you want to find all PO's containing AB, you would populate %AB in the field.

To Search by Customer Number requires 2 zero's followed by the exact Customer Number, i.e. 00XXXXXXXX.

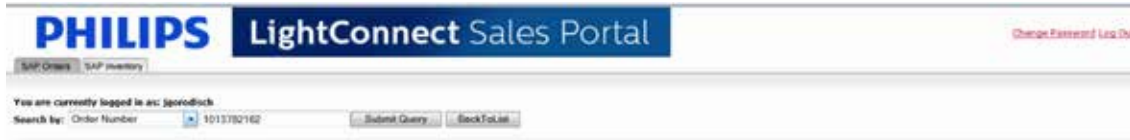
Date must be entered exactly in the format of **mm/dd/yy**.

* Denotes Wild Card search.

Order Detail Screen

After you submit your order criteria for query, you will see the Order Detail Screen.

This screen will reveal all information pertaining to your order.



Customer Name: Any Company	Ship Address: Any Company	Application Designer ID: USB*****	Agency ID's
Customer Number: *****	## Street	Project Site ID: USB*****	
Order Number: *****	City, State, ###	Ordering Agent ID: USB*****	
Customer PO: *****	Country	Working Agent ID: USB*****	
Date Entered: mm/dd/yyyy	Project Name:	Supply Agent ID: USB*****	
Entered By: *****	Project Number:	Mail Acct Mgr ID:	
Order Net Value: \$98,888.88	Ship Total: \$98,888.88	Last Updated: 05/08/2014 03:08 pm	

System is refreshed 8x/day. Please see the next slide for additional information.

Header text

Special Instructions	P.O. ##### NO UPS/FEDEX TO JOB SITE, CONTACT JOHN Q. PUBLIC 24 HRS PRIOR TO DELIVERY, ###-###-####, 7AM - 2PM ONLY
Order Mgmt Notes	

Line	Brand	UPC	Material	Catalog Number	Description	Type	Ordered	Net Price	Net Value	Shipped	ESD	Item PO
10	LIG	662057862194	000000912400514852	C4X4L10NMBZ10V	CALCULITE 4X4 1000 LUMEN LED NEW CONSTRU	L1	17	###.##	###.##	17	05/29/2014	2533231399 40
20	LIG	662057889849	000000912400521491	C4X4L10DL35KCLWVB	CALCULITE 4X4 1000LM 35K LED DOWNLIGHT	L1	17	###.##	###.##		07/08/2014	2533231399 0
30	LIG	662057874005	000000912400519175	C4X4L10NMBZ10VEM	CALCULITE 4X4 1000 LUMEN LED NEW CONSTRU	L1 EM	2	###.##	###.##	2	08/05/2014	2533231399 20
40	LIG	662057894467	000000912400525966	C4X4L10DL35KCLWVBEM	CALCULITE 4X4 1000LM 35K LED ONLY	L1 EM	2	###.##	###.##		07/08/2014	2533231399 0
50	LIG	662057889788	000000912400521408	C4X4L10DL35KCLWVB	CALCULITE 4X4 1000LM 35K LED DOWNLIGHT	L1	17	###.##	###.##	17	07/01/2014	2533244629 10
60	LIG	662057904429	000000912400525962	C4X4L10DL35KCLWVBEM	CALCULITE 4X4 1000LM 35K LED ONLY	L1	2	###.##	###.##	2	08/08/2014	2533244629 20
Total										30		

Hover over Reject Reason for a complete description.

Hover over any red hyperlinked material number to view National Inventory for MTS product or single click to be taken directly to the availability screen.

*ESD (Estimated Ship Date) – Unlike TradeLink which first populates a lead time, LightConnect will not show an ESD until the factory sends back a date which will take 2 to 5 days.

Order status refresh export schedule

Visibility to an order or any changes to an order such as the factory posting, an ESD (Estimated Ship Date) or when a product is shipped is subject to the Refresh/Export schedule as explained in the below grid.

For example: If the factory posts an ESD at 8:02 a.m., it will not be picked up on the SAP extract until 10:00 a.m. and not visible on LightConnect until 11:10 a.m.

SAP EXTRACT – Orders entered or changed by:	Will be visible in LightConnect by:
8:00 a.m.	9:10 a.m.
10:00 a.m.	11:10 a.m.
12:00 p.m.	1:10 p.m.
2:00 p.m.	3:10 p.m.
4:00 p.m.	5:10 p.m.
6:00 p.m.	7:10 p.m.
8:00 p.m.	9:10 p.m.
10:00 p.m.	11:10 p.m.

Please note: any changes made to your order will not be seen until the next time the system is refreshed as noted.

Order Status View is currently not available for Philips Lighting Distributor Partners.

Shipping and Invoice Details

After selecting the Shipment Info radio button on the Order Detail screen, Carrier and Invoice Number link will be revealed.

UPS/FedEx – by clicking the PRO number, you can easily determine the status of your delivery.

Other Carriers – by clicking on the carrier name link, you will be directed to the carrier’s website where you will need to populate the PRO number in order to track your shipment.

Please Note: For carriers that do not have a website, clicking on the Carrier Name link will direct you to the carrier’s phone number.

LightConnect will not show the factory location where your product has shipped from. For further information, please contact your local Customer Service Representative.

Show: <input type="radio"/> Line Info <input checked="" type="radio"/> Shipment Info														Export to Excel		
Line	Brand	UPC	Material	Catalog Number	Type	Reject	Ordermt	Shipped	Ship Value	ESD	Ship Date	Delivery Number	Carrier Name	PRO Number	Invoice Number	
10	DAY	784197041748	000000912401271283	HGN4TR211205WPHD5L			14	14	\$5,208.00		12/23/2015	12/23/2015	184895690	AVS BILT EXPRESS INC.	0411830193	8912107688
Total																

Carrier name and PRO number

Click on invoice number to download a PDF copy of your invoice

PHILIPS		Date of Issue mm/dd/yyyy	Page 1 / 1	Invoice # #####
Invoice EUNE: ##### TAX ID: ##### UPC: ##### NAED: ##### ECONNO: ##### LICENSE NO: ##### FINLOC: #####		Shipment #	Delivery #	Player # #####
		Sales Rep	Sales Terr	Purchase Order # #####
Bill To Any Company ### Street City, State, #####		Sold To 10028544 Any Company ### Street City, State, #####		
Pay To PHILIPS LIGHTING CO PO Box 100194 ATLANTA GA 30384-0194		Agent Release: #####		Sales Order # #####
		Invoice Ref: #####		Country of Destination United States
Ship To Any Company ### Street City, State, #####		Terms of Delivery and Payment		

Professional Lighting Systems (PLS) inventory search

You will be able to check stock for any of the brands listed below:

PHILIPS
CHLORIDE

PHILIPS
Day-Brite
CFI

PHILIPS
 **GARDCO**

PHILIPS
HADCO

PHILIPS
LIGHTOLIER

PHILIPS
Stonco

How to check inventory levels

Step 1: Click on the “SAP Inventory” tab.



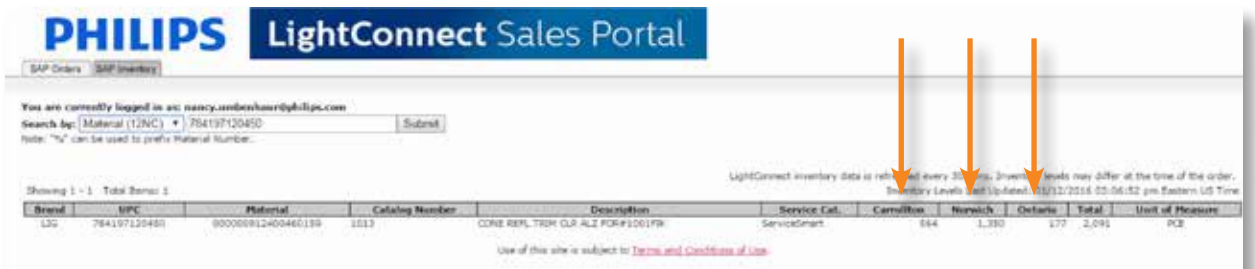
Step 2: Choose how you'd like to search.



Search options:

- **UPC** - Wildcard search is performed automatically at the end of whatever number is populated. You can perform a wildcard search before a string of partial text by first entering a % and then the text.
- **Material (12 NC)** (must be preceded by 6 zero's or a %) – You can enter either the 6 zero's preceded by the 12 NC or enter any partial number followed by a % sign.
- **Catalog Number** – same as UPC
- **Description** – same as UPC.

Step 3: See inventory level by location.



You will be able to view inventory levels in the following distribution centers:

- Carrollton, TX
- Norwich, CT
- Ontario, CA

Note: Inventory is not LIVE; the system is refreshed hourly from 7:30 a.m. EST until 11:30 p.m. EST. The schedule will resume the next day at 7:30 a.m. EST.