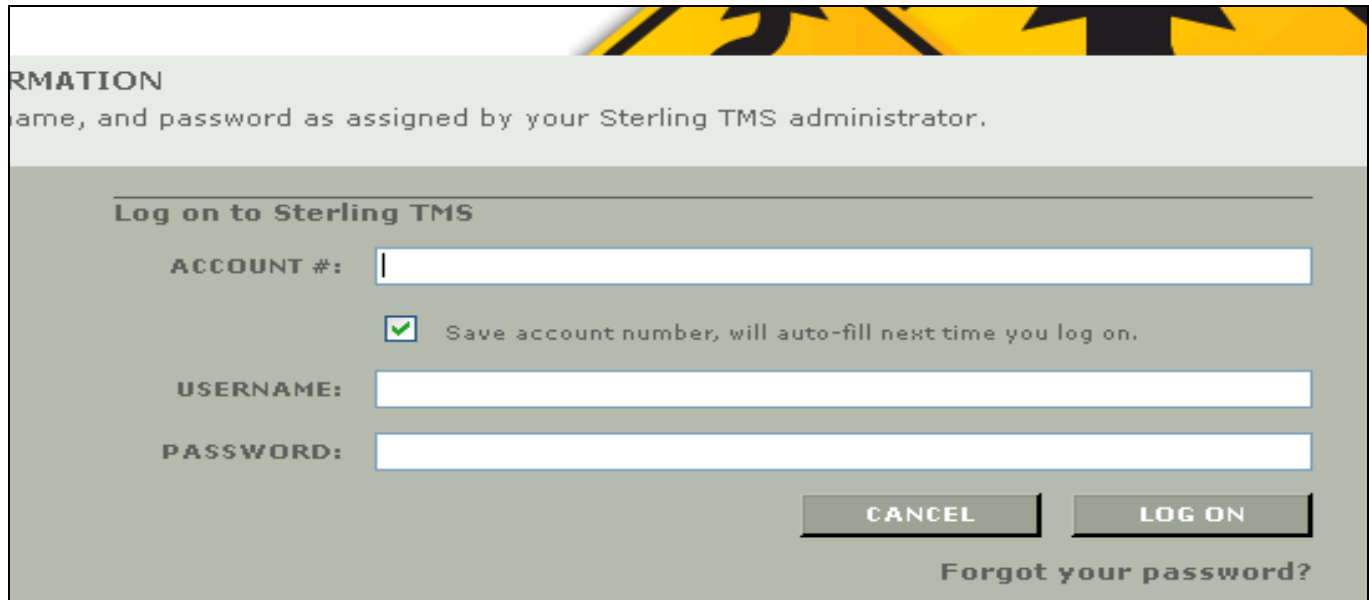


Transportation Management System Instructions

Tractor Supply Company uses a web-based Transportation Management System. Tractor Supply Company plans, executes, tracks and settles shipments through this system. The web address is www.sterlingtms.net.

1. Transportation Management System User Account Set-Up

To log in, you will need an account number, user name, and password. To request set-up, contact a Tractor Supply Company Transportation Planner.



Log on to Sterling TMS

ACCOUNT #:

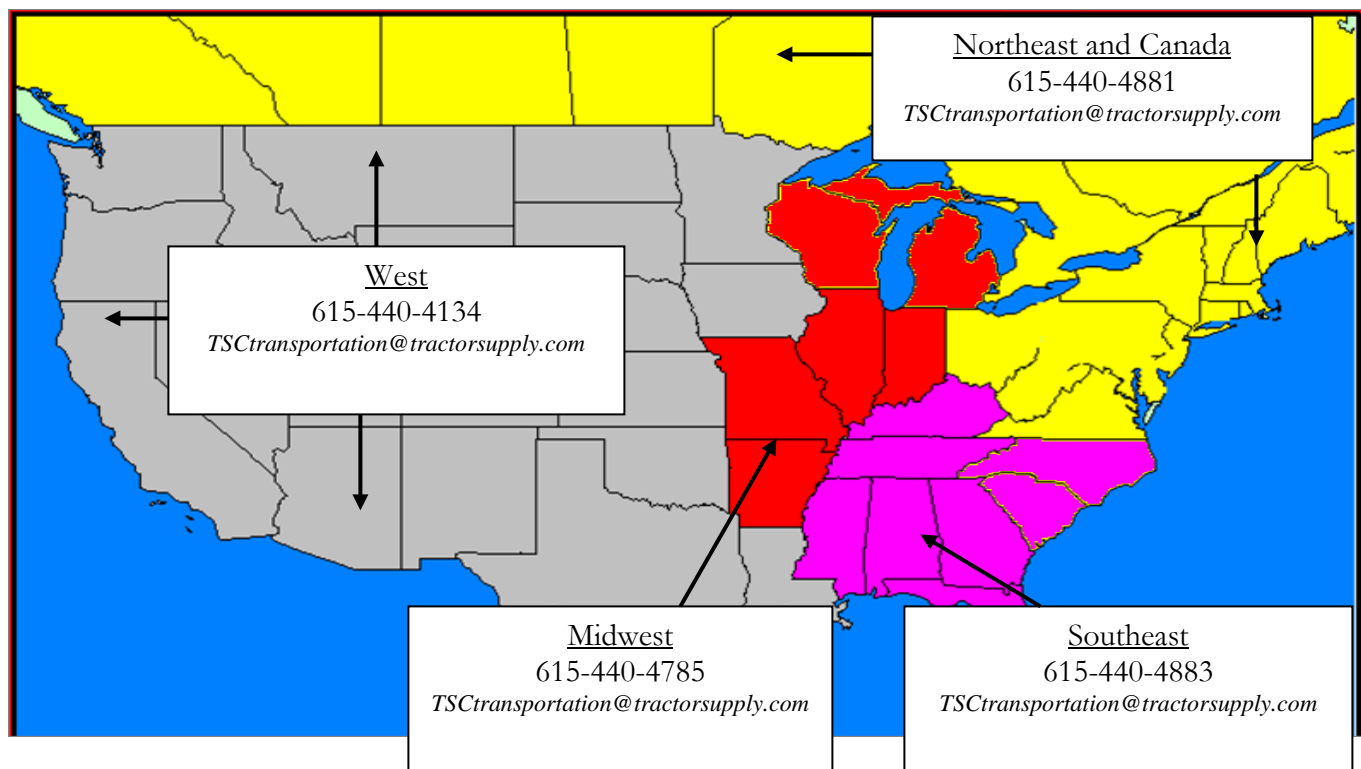
Save account number, will auto-fill next time you log on.

USERNAME:

PASSWORD:

[Forgot your password?](#)

2. Tractor Supply Company Transportation Planners



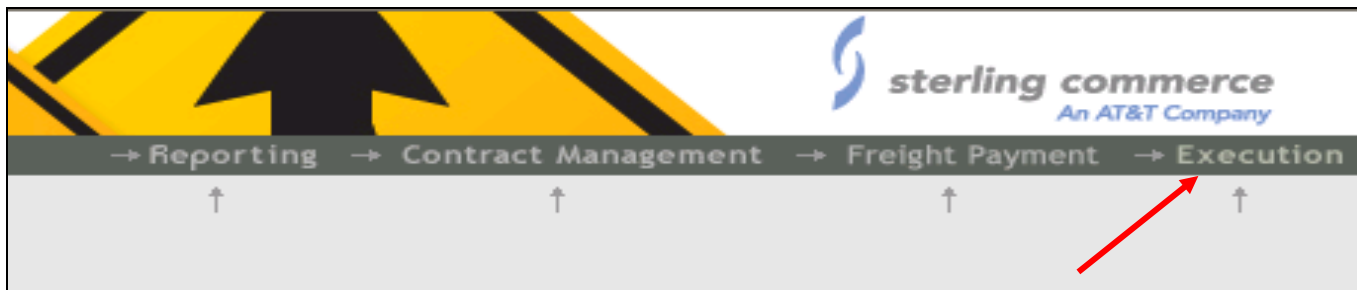
If you can't reach your planner contact:

Tractor Supply Company Transportation
615-440-4860
TSCtransportation@tractorsupply.com

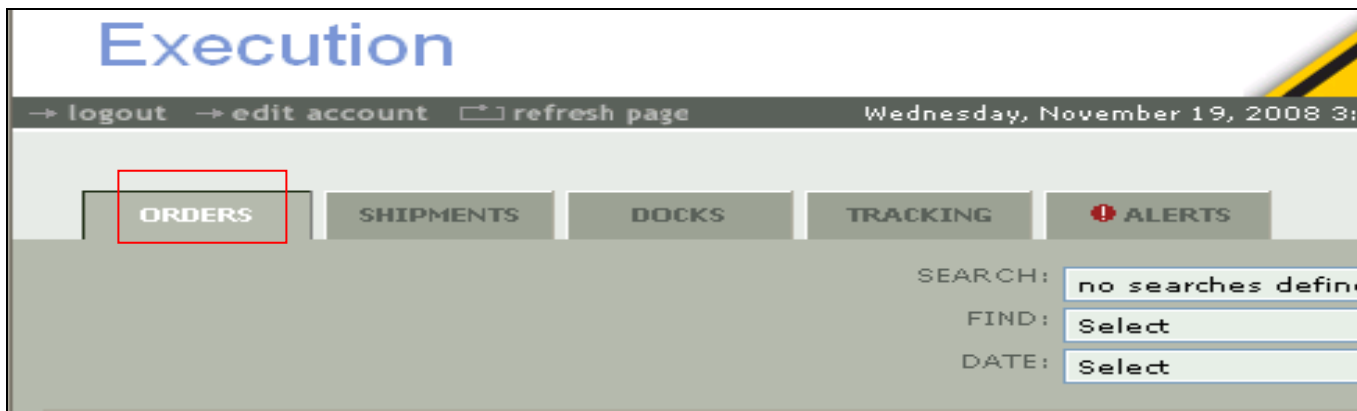
3. Navigating the TMS System

TMS Menu Bar

At the top of the TMS website, there is a menu bar (thin black bar across the top). All Tractor Supply Company requirements can be accessed from the "Execution" option in the top right hand corner.



There are tabs available in the Execution screen. Go to the Orders tab.



Finding Orders

Find - Use the Find drop down menu to locate and display orders in Execution.

Select *order number*, type the PO in the box to the right, and click the Go button. You can also use your computer's "clipboard" feature to copy data into this box.

It is possible to bring up several orders at the same time by simply putting several order numbers in the Find box separated by commas.

Updating Order Information

Tractor Supply Company needs to know the correct weight, cube, freight class and number of pallet positions for each order. It is also necessary to verify that we have the correct pickup location.

To update this information:

- Search for the shipments you are going to update (as shown above);
- Step 1 - Select the order (if viewing multiple orders);
- Step 2 - Choose the “Edit” button on the right side of the screen;
- Step 3 - Verify the pickup location. If the location is incorrect, use the button to the right to find and choose the correct location)

The screenshot displays a software interface with a search bar at the top and a table of shipments below. The search bar includes fields for 'SEARCH:', 'FIND:', and 'DATE:'. The table has columns for 'Order #', 'SID #', 'Plan Status', 'Shipment Status', 'Sales Order No.', 'Purchase Order No.', 'Customer', and 'Suppli'. A sidebar on the right contains buttons for 'OPTIMIZE', 'OPTIMIZER RUNS', 'CONSOLIDATION WORKBENCH', 'NEW', 'EDIT', 'CANCEL LOAD', 'VIEW DETAILS', 'NOTES/HISTORY', 'CHARGES', 'ADD/VIEW ITEMS', 'ATTACH TRACER', and 'READY TO SHIP'. Two red boxes with arrows highlight specific elements: one box labeled '1- Select the Order' points to the first row of the table, and another box labeled '2 - Click Here' points to the 'EDIT' button in the sidebar.

Order #	SID #	Plan Status	Shipment Status	Sales Order No.	Purchase Order No.	Customer	Suppli
1007277392	TSC00265949	Unplanned Past Due	New		1		
1007277393	TSC00265950	Unplanned Past Due	New		1		
1007304	007304420	Unplanned Past Due	New		1		
1007306	TSC00267843	Unplanned	Ready To Ship @ Union Tools - Shepherdsville		18		
1007341077	TSC00269861	Unplanned Past Due	New				
1007341311	TSC00269881	Unplanned Past Due	New		5		

EDIT ORDER Help
Support

ORIGIN

LOCATION: FIBER BY PRODUCTS CORP

DEPARTURE FROM: date: 19 Nov 2008 time: 8 hr. 00 min. am

TO: date: 19 Nov 2008 time: 5 hr. 00 min. pm

HIGHLAND

DEPARTURE FROM: date: 19 Nov 2008 time: 9 hr. 00 min. am

TO: date: 19 Nov 2008 time: 5 hr. 00 min. pm

WEIGHT: 43835.0 Pounds

VOLUME: 1451.0 Cubic Feet

QUANTITY: 1.0 PIECES

CONTRACT ATTRIBUTE: Select

ACCESSORIAL ATTRIBUTES: NONE DEFINED

Label	Value
Purchase Order Number	1
Carrier Invoice Number	

ORDER #: 1007277392

PAYMENT METHOD: Collect

CUSTOMER: Select

SUPPLIER: Select

PRIORITY: Select

DESCRIPTION:

ADD/VIEW ITEMS MARK LATE

NOTES/HISTORY EDIT STATUS

Apply planned window, origin and destination edits to all BOLs which share the same location, including Shipment.

CANCEL SAVE

3 - Verify the Pickup Location (change if necessary)

To change the ship location

LOCATION:

AIKEN CHEMICALS CLEAN RITE DIVISION

DEPARTURE FROM: date: 19 Nov

Click Here

SELECT - Origin Areas Support
Help
Support

Search

LOOK FOR: SCHUMACHER ELECTRIC CORP

COUNTRY: United States

STATE/PROVINCE: All

CITY:

POSTAL CODE:

SELECT ALL LOCATIONS:

SUPPOR

Select

- SCHUMACHER ELECTRIC CORP (510949)
- SCHUMACHER ELECTRIC CORP (510949-Brownsville)
- SCHUMACHER ELECTRIC CORP (510949-HOOPESTON)
- SCHUMACHER ELECTRIC CORP (510949-HOOPESTON)
- SCHUMACHER ELECTRIC CORP (510949-HOOPESTON)

Click Here

Click the Correct Location

Search for Available Locations

CANCEL SEARCH SELECT

If the location you are looking for is not available, contact the Tractor Supply Company transportation planner for your region.

To provide Tractor Supply Company with an order ready date:

- Step 4 - Verify (and change if needed) the Departure From date. This should be the earliest date a TSC carrier can arrive to pick up. If the PO is ready for pickup and the date shown is in the past, correct to the next business day. If the PO is not ready yet, set the date to reflect when the PO will be ready.

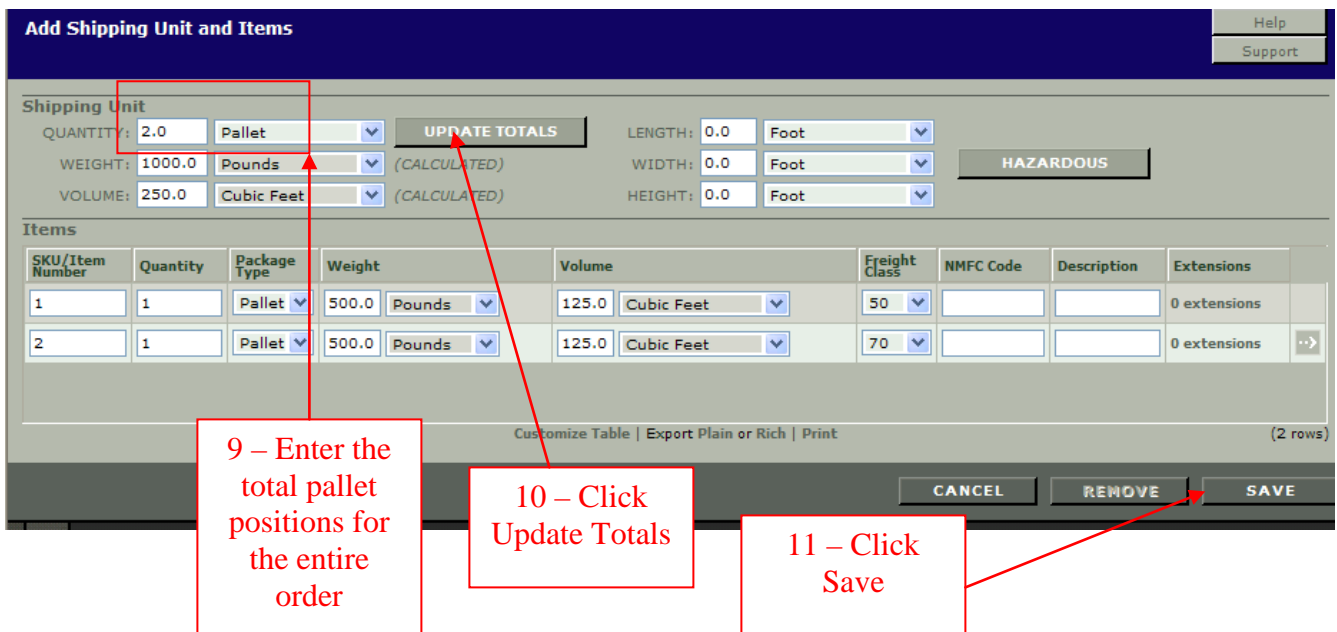
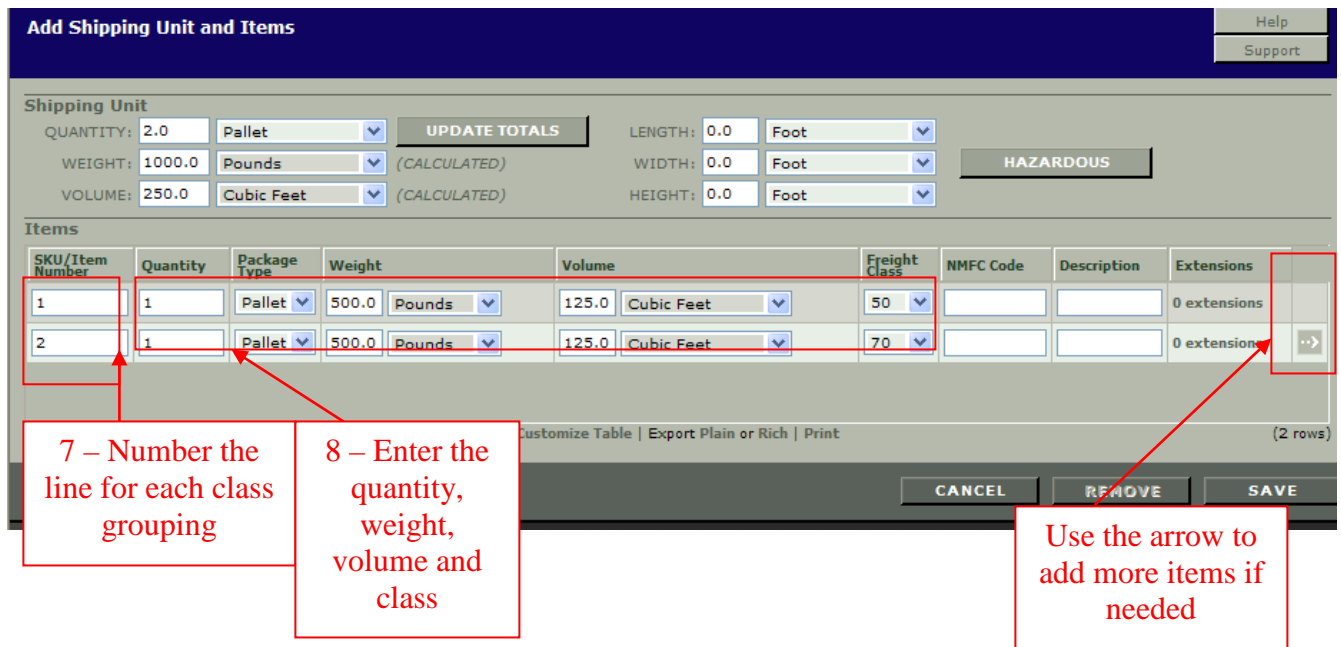
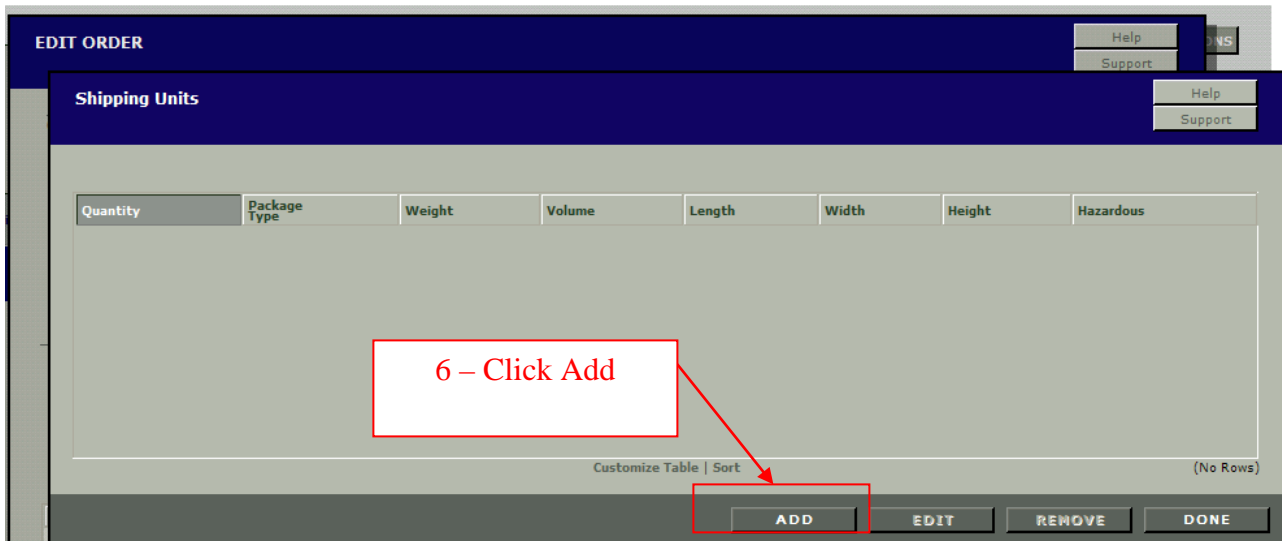
Next, replace the pre-populated weight, volume and quantity with zeros. If this is not done, the weights, volume and quantity you enter in steps 5-11 will not be visible to Tractor Supply Company.

To provide the weight, freight class, cube and pallet positions of the order:

- Step 5 - Click “Add / View Items”
- Step 6 - Click “Add”
- Steps 7 -10 For every freight class, enter an item with the corresponding weight, volume and class.
 - To calculate the volume (cf), multiply the number of pallet positions by 125.
 - For example, if you have 24 pallets that can be double stacked, multiply the 12 pallet positions by 125.
 - For example, if you have an oversized pallet that takes up two pallet positions, multiply 2 by 125.
- Step 11 – Click Save

The screenshot shows the 'EDIT ORDER' window with the following fields and annotations:

- ORIGIN:** LOCATION: [Empty], DEPARTURE FROM: date: 19 Nov 2008, time: 8 hr. 00 min. am. A red box highlights the date and time fields, with a callout box stating: "4 - Verify or change the ready date and replace the current weight, volume and quantity with 0s".
- DESTINATION:** LOCATION: TSC750HIGHLAND, ARRIVAL FROM: date: 19 Nov 2008, time: 8 hr. 00 min. am.
- WEIGHT:** 43835.0, **VOLUME:** 1451.0, **QUANTITY:** 1.0. A red box highlights the weight, volume, and quantity fields, with a callout box stating: "5 - Choose 'Add / View Items'".
- Buttons:** ADD/VIEW ITEMS, MARK LATE, NOTES/HISTORY, EDIT STATUS, CANCEL, SAVE.
- Footer:** Apply planned window, origin and destination edits to all BOLs which share the same location, including Shipment.



Step 12 - Click Save on the main Edit screen to save your work.

You will be back at the main order screen.

Finally, click Ready to Ship. This should only be done after all other steps are completed.

The screenshot shows a web form titled "Ready To Ship Date". The form has a dark blue header with the title in white. Below the header, there is a "READY AT:" label followed by date and time selection fields. The date is set to "19 Nov 2008" and the time is "4 hr. 08 min. pm". A "Help" button is in the top right corner. At the bottom, there are "CANCEL" and "SAVE" buttons. Two red callout boxes with arrows point to the date selection area and the "SAVE" button.

Ready To Ship Date

READY AT: date: 19 Nov 2008

time: 4 hr. 08 min. pm

Help

CANCEL SAVE

15 – Click Save

14 – Enter the ready date.

You will receive an automatically generated e-notice when the TSC Transportation Department has routed your order. It will include all orders included on the shipment and will show the carrier assigned.