

**Application Documentation
Mercedes Benz T5-Label Web-Shop**

Table of Contents

General.....	3
Contact information	3
The single steps.....	4
Register as a new user in the web shop.....	4
Log in to the web shop on the login page.....	4
Logging in for the first time.....	5
Select desired category	7
Customise list view	8
Select the required label.....	9
Configuration of a Label	11
The Cart	14
The cart at a glance.....	15
Transmitting the order data of the cart.....	16
Submitting order.....	18
My Account.....	19
Overview My Account	19
My Orders	20
Change and re-release canceled orders	21
Address Book.....	22
Configuration Data.....	22
Projects	22
Terms of use.....	22
Training documents.....	22
Change History	23

General

The Schreiner Group's web shop enables T5 labels to be ordered easily via a browser on the Internet and replaces Excel retrieval forms with the aim of optimising the label ordering process. This documentation provides a step-by-step introduction to the use of the tool.

Contact information

For questions, please contact the following address:

Schreiner Group GmbH & Co. KG
Bruckmannring 22
85764 Oberschleissheim
<https://www.schreiner-group.com>

mercedes-benz-shop@schreiner-group.com

This information is available on all pages of the web shop at the bottom of each page.

If you have any questions or problems using the web shop, please contact the above-mentioned contact.

The single steps

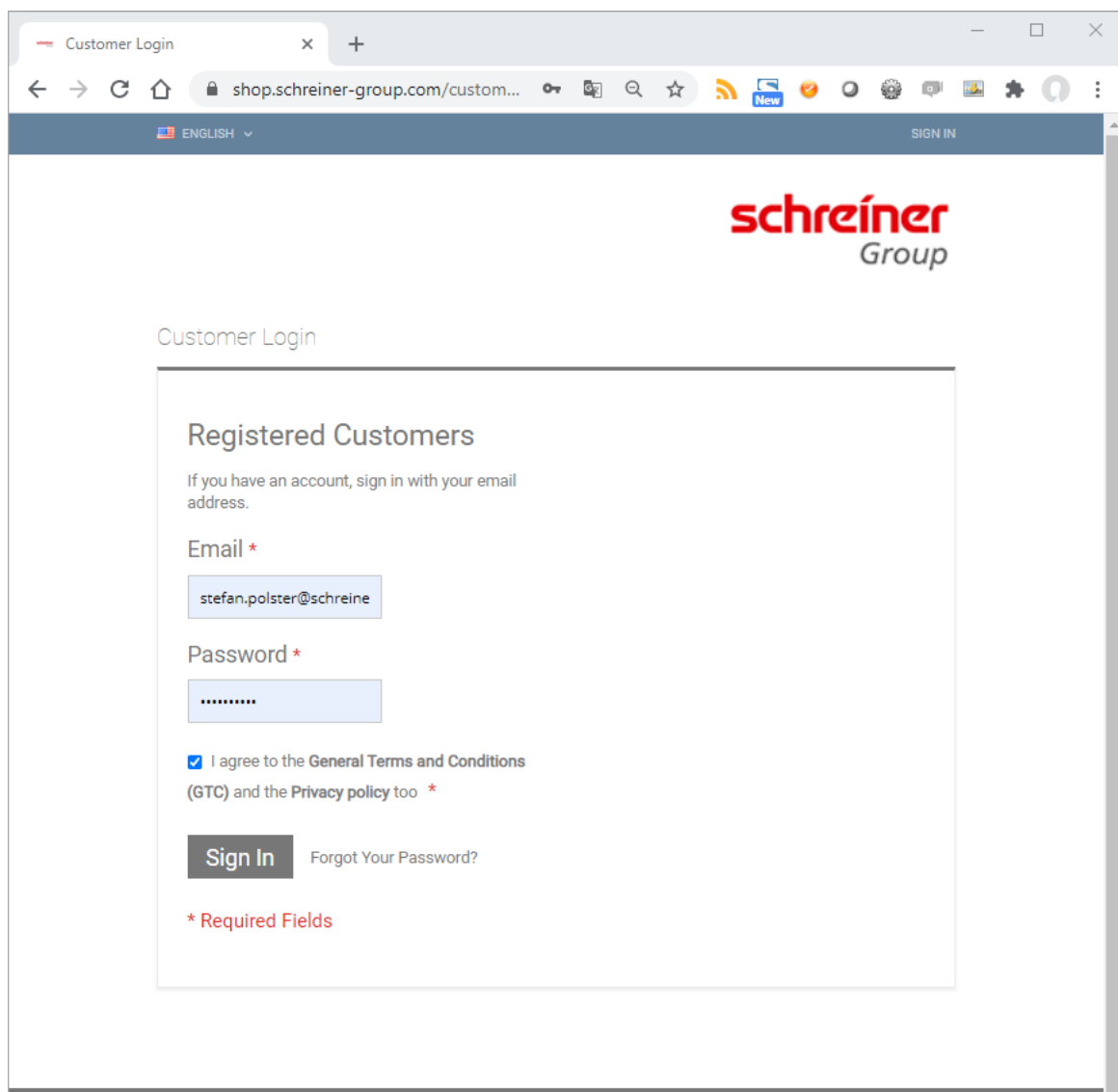
Register as a new user in the web shop

Users will be created in the web shop by Schreiner Group after approval of the load carrier manufacturer by Mercedes Benz.

If you have not yet received any access data, please contact Schreiner Group using the contact addresses provided (see page 3). In addition, please obtain confirmation from the responsible Mercedes Benz planner and send this confirmation to Schreiner Group.

Log in to the web shop on the login page

To log in to the web shop, please open mercedes-benz-shop.schreiner-group.com in your browser, ideally on a PC or laptop, enter your e-mail address and password on the login page and agree to the *General Terms and Conditions* and the *Privacy Policy* by activating the checkbox.



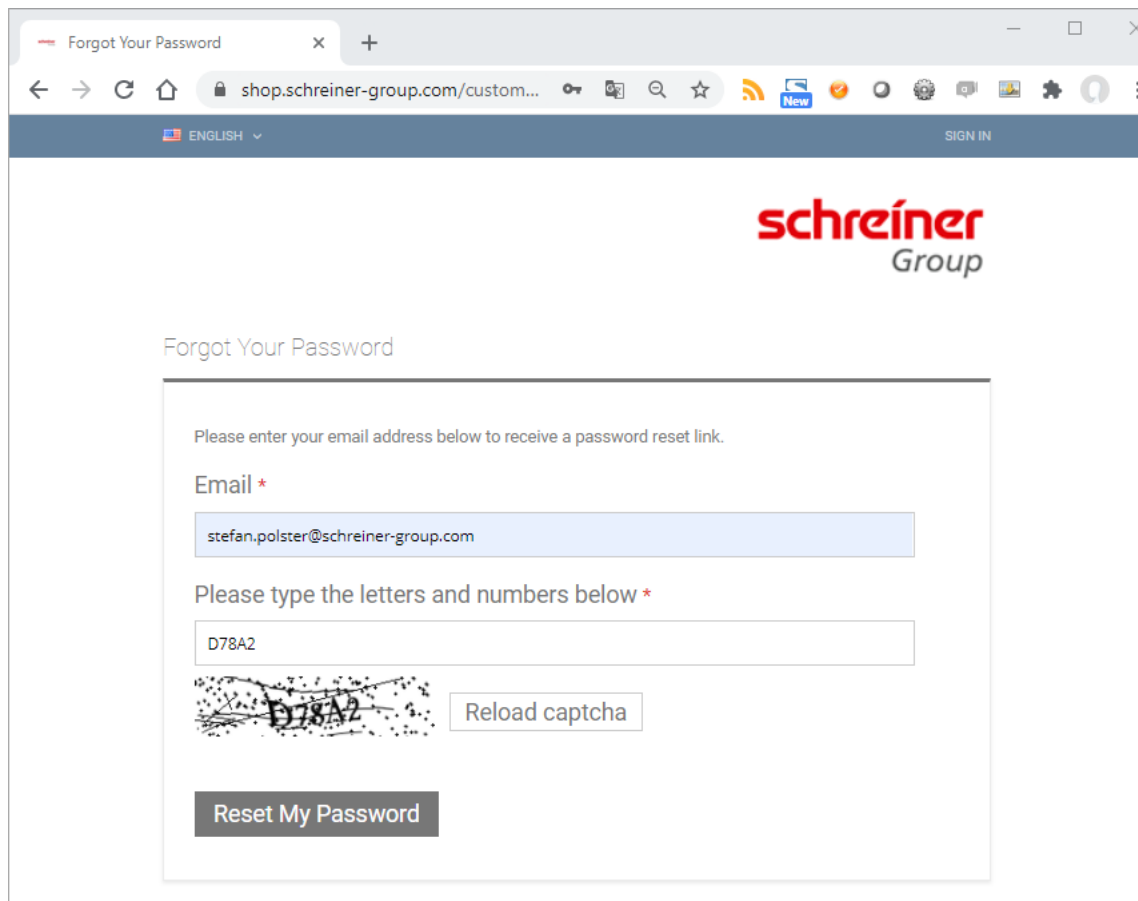
The screenshot shows a web browser window with the URL shop.schreiner-group.com/custom.... The page title is "Customer Login". The Schreiner Group logo is displayed in the top right. The main content area is titled "Customer Login" and contains a form for "Registered Customers". The form includes the following elements:

- A heading: "Registered Customers"
- A sub-heading: "If you have an account, sign in with your email address."
- An "Email *" field containing the text "stefan.polster@schreine".
- A "Password *" field containing a series of dots.
- A checkbox labeled "I agree to the General Terms and Conditions (GTC) and the Privacy policy too *".
- A "Sign In" button and a link for "Forgot Your Password?".
- A red asterisk legend: "* Required Fields".

Figure 1: Login Page

Logging in for the first time

As soon as you have been created as a new user in the shop (see above, Register as a new user in the web shop), you will not yet have a password. You will receive a corresponding e-mail request or click on *Forgot Your Password?* on the login page of the web shop.



The screenshot shows a web browser window with the URL `shop.schreiner-group.com/custom...`. The page title is "Forgot Your Password". The Schreiner Group logo is visible in the top right. The main content area contains the following text and form elements:

- Text: "Please enter your email address below to receive a password reset link."
- Label: "Email *"
- Input field: `stefan.polster@schreiner-group.com`
- Text: "Please type the letters and numbers below *"
- Input field: `D78A2`
- Captcha image: A distorted image of the text "D78A2" with a "Reload captcha" button next to it.
- Button: "Reset My Password"

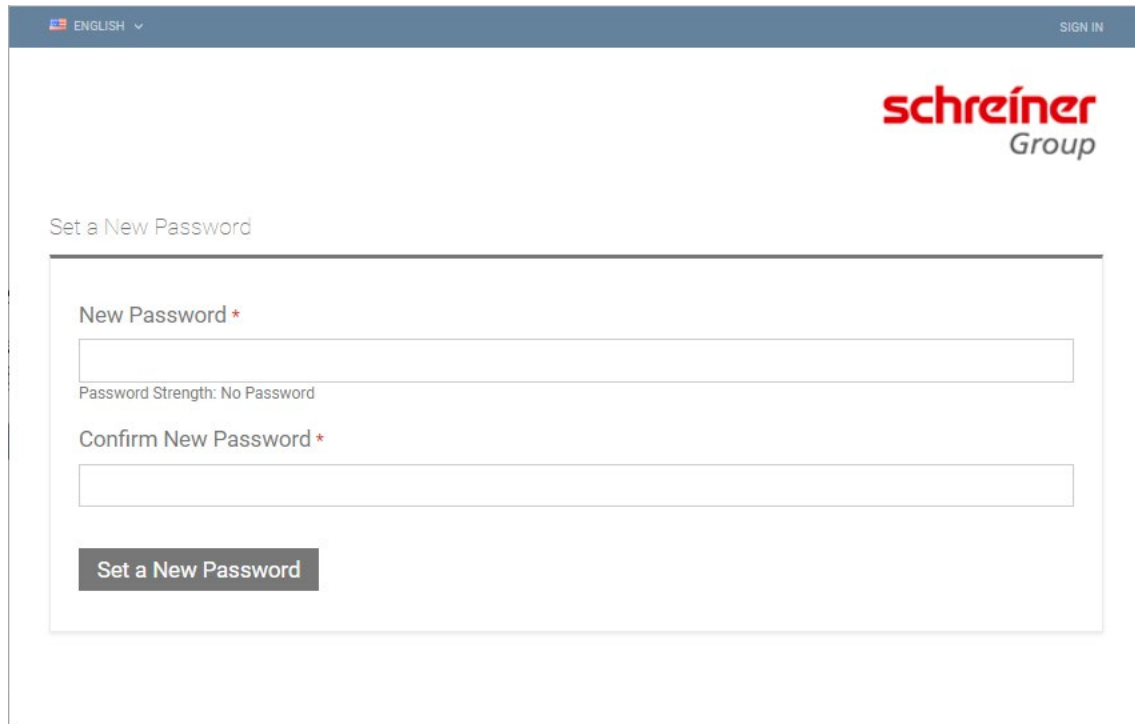
Figure 2: *Forgot Your Password*

On the next page, please enter your email address and the characters you see on the captcha. Complete the process with *Reset My Password*.

If the entered email address is available in the web shop, you will receive an email to set your password.

Setting the password

The password must consist of at least 8 characters and contain lower and upper case letters, numbers and special characters.



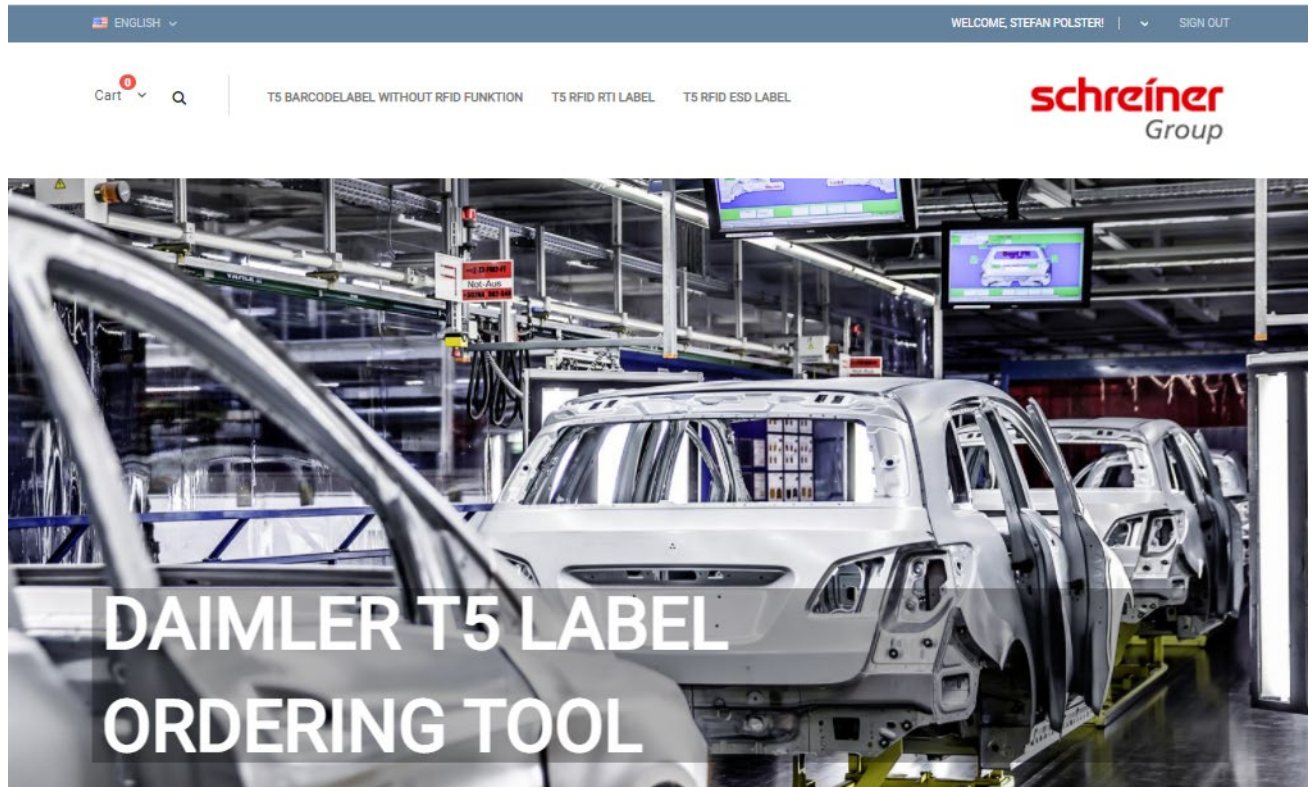
The screenshot shows a web application interface for setting a new password. At the top, there is a dark blue header bar with 'ENGLISH' and a dropdown arrow on the left, and 'SIGN IN' on the right. Below the header, the 'schreiner Group' logo is displayed in the top right corner. The main content area is titled 'Set a New Password'. It contains two input fields: 'New Password *' and 'Confirm New Password *'. Below the first input field, the text 'Password Strength: No Password' is displayed. At the bottom of the form, there is a dark grey button labeled 'Set a New Password'.

Figure 3: Set a New Password

Select desired category

When you first open the web shop, you will see the categories of the T5 labels. These categories are available on all pages of the web shop at the top.

Select the desired category by clicking on it with the mouse. You can also navigate to this Home page by clicking on the Schreiner Group logo.



T5 Barcodelabel without RFID



T5 RFID RTI Label



T5 RFID ESD Label

Figure 4: Select Desired Category

Customise list view

In the selected category you will find a list of all T5 labels available in this category. You can customise the list view and set the sort order by clicking on the desired icon above the list.

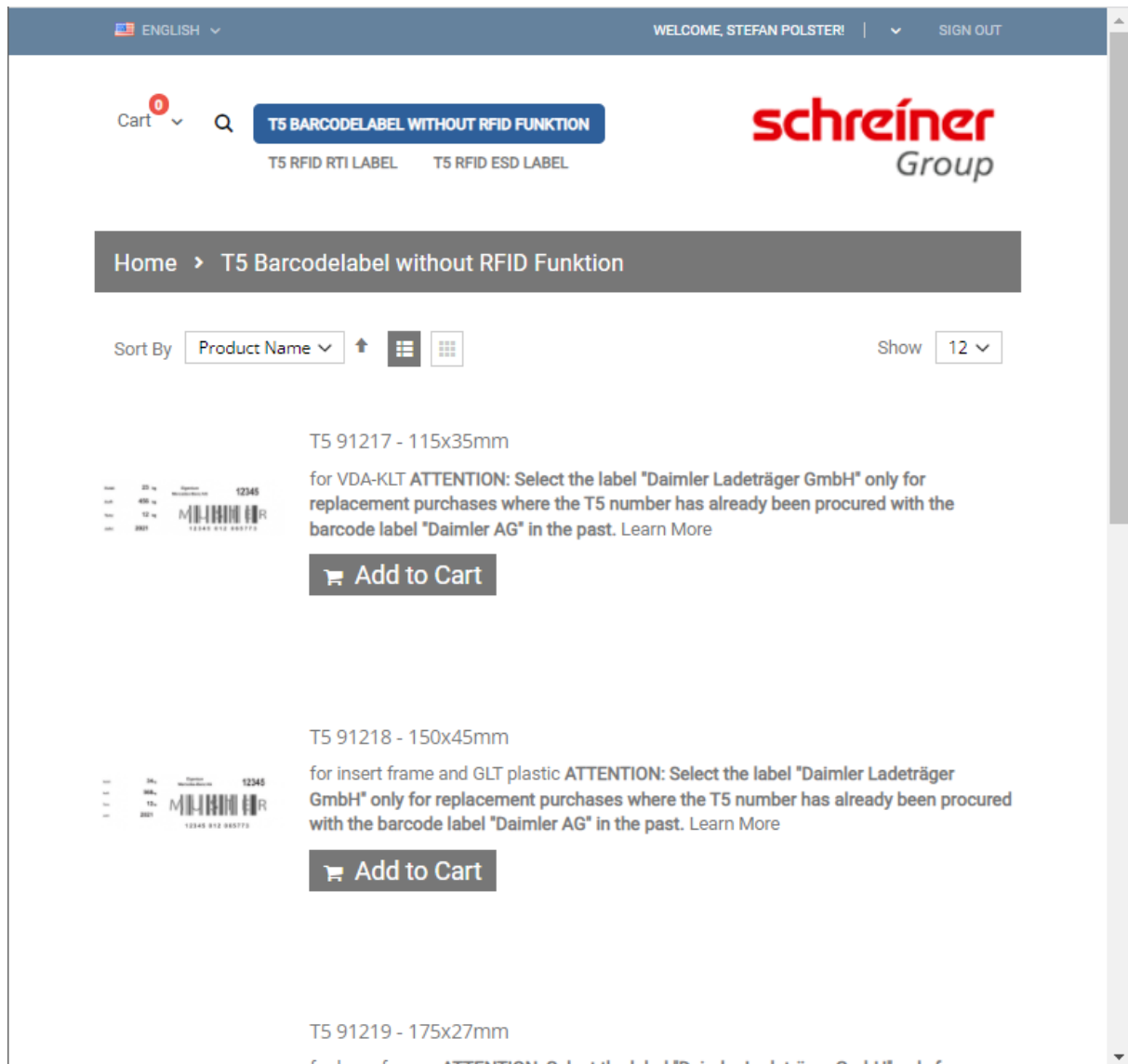


Figure 5: List View in a Category

Select the required label

You can select the required label in the selected category by clicking on the picture or the T5 number or find it directly via the search (magnifying glass at the top).

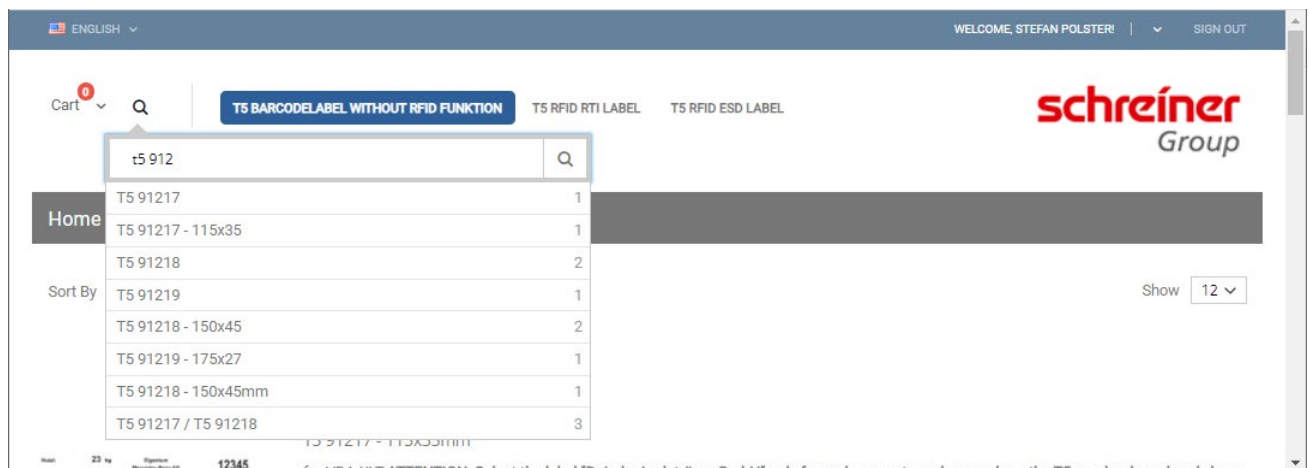


Figure 6: T5 Label Search via Magnifying Glass

If a required label does not appear in the list or the search result, please contact the responsible contact address at Schreiner Group (see page 3).

After selecting the label, a new page opens where you can find general information about the label such as

- Number of load carriers
- Label per load carrier
- Shipping and production options

specify.

If express production and/or shipping is required, please contact the relevant contact address after completing the order process so that we can clarify the scheduling details with you.

ENGLISH | WELCOME, STEFAN POLSTER! | SIGN OUT

Cart | **T5 BARCODELABEL WITHOUT RFID FUNKTION** | T5 RFID RTI LABEL | T5 RFID ESD LABEL

Home > T5 91217 - 115x35mm

T5 91217 - 115x35mm

based on Daimler Purchase Contract No. 2001007163 from 1st of May 2020
 Label production takes place every Wednesday. All orders for the respective production run submitted till Tuesday 2 p.m., will be delivered on Friday of the following week. For deliveries outside the EU the delivery date is calculated outgoing of the following week. Urgent deliveries need to be requested separately.

for VDA-KLT ATTENTION: Select the label "Daimler Ladeträger GmbH" only for replacement purchases where the T5 number has already been procured with the barcode label "Daimler AG" in the past.

QUANTITY
 Number of load carriers + safety adding at your own discretion

 Label per load carrier

 Total amount in pieces: 400

PRODUCTION

SHIPPING

CONFIGURATION

Figure 7: Article View with General Information

To configure the individual details on the label, please click on *Configuration*. A new page opens with the input fields for the configuration and a preview of the label.

Configuration of a Label

When configuring the label, the individual details can be entered in the fields provided. Since the entries are validated - e.g. whether the T5 no. has 4-7 digits or a number is entered for the payload - the risk of error is reduced.

If you do not have information such as tare, payload or load from the responsible LT series planner at labels for sample LT, fill in the corresponding fields with 0. Please do not leave these empty, otherwise you will receive a validation error.

Figure 8: Configuration of a T5-Label

By clicking on *Preview PDF* you will receive a non-binding preview of the configured label. When the configuration data has been entered completely, the configured label is placed in the cart by clicking on *Add to cart*. You will receive an overview of the cart on a new page (see "The cart at a glance").

Click on *Back* to close the window and return to the general information.

Back

<p>Background Color Black-white <input type="text"/></p> <p style="font-size: small; color: gray;">Note: Colours may differ in the preview!</p> <p>T5-No. <input style="width: 100%;" type="text" value="12345"/></p> <p>Payload <input style="width: 80%;" type="text" value="111"/> kg</p> <p>Load <input style="width: 80%;" type="text" value="222"/> kg</p> <p>Tare <input style="width: 80%;" type="text" value="3,3"/> kg</p> <p>Year <input style="width: 100%;" type="text" value="2022"/></p> <p>Plant Code <input style="width: 100%;" type="text" value="123"/></p> <p>Plant City <input style="width: 100%;" type="text" value="Oberschleissheim"/></p> <p>Packaging Manufacturer <input style="width: 100%;" type="text" value="Schreiner Group GmbH & Co. KG"/></p> <p>Layout Mercedes-Benz AG <input type="text"/></p>	<table style="width: 100%; border: 1px solid #ccc; border-radius: 5px;"> <tr> <td style="padding: 5px;">Nutzl: 111 kg</td> <td style="padding: 5px;">Eigentum Mercedes-Benz AG</td> <td style="padding: 5px; text-align: right;">12345</td> </tr> <tr> <td style="padding: 5px;">Auf: 222 kg</td> <td colspan="2" style="text-align: center; padding: 5px;"> </td> </tr> <tr> <td style="padding: 5px;">Tara: 3,3 kg</td> <td colspan="2" style="text-align: center; padding: 5px;"> 1 2 3 4 5 1 2 3 0 6 5 7 7 3 </td> </tr> <tr> <td style="padding: 5px;">Jahr: 2022</td> <td colspan="2"></td> </tr> </table> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Refresh Add to cart </div> <p style="margin-top: 10px;"><input type="checkbox"/> High Resolution Preview</p> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Save Project Load Project </div>	Nutzl: 111 kg	Eigentum Mercedes-Benz AG	12345	Auf: 222 kg			Tara: 3,3 kg	1 2 3 4 5 1 2 3 0 6 5 7 7 3		Jahr: 2022		
Nutzl: 111 kg	Eigentum Mercedes-Benz AG	12345											
Auf: 222 kg													
Tara: 3,3 kg	1 2 3 4 5 1 2 3 0 6 5 7 7 3												
Jahr: 2022													

Figure 9: Configuration Page after Clicking on *Preview PDF*

Saving a configured label as a project

If you need a configured label in future orders, you can save it as a project by clicking on *Save Project* below the preview.

Save Project

Project Name

Project Description

[Back Without Saving](#) [Save Project](#)

Label Preview:

Nutz:	111 kg	Eigentum Mercedes-Benz AG	12345
Aufh:	222 kg	M U S H I N E R	
Tara:	3,3 kg	1 2 3 4 5 1 2 3 0 6 5 7 7 3	
Jahr:	2022		

Figure 10: Save Project

Loading a configured label saved as a project

If you have already saved a configured label as a project, you can load it again on the configuration page if necessary. To do this, click on *Load Project* below the preview.

Load Project

Filter by name/description

My Project T5 91217

This is a configured label as template

[Back Without Loading](#) [Load Project](#) [Delete Project](#)

Label Preview:

Nutz:	111 kg	Eigentum Mercedes-Benz AG	12345
Aufh:	222 kg	M U S H I N E R	
Tara:	3,3 kg	1 2 3 4 5 1 2 3 0 6 5 7 7 3	
Jahr:	2022		

Figure 11: Load Project

The Cart

The cart can be displayed at any time by clicking on *Cart* at the top of the page. The number in the red circle above the *Cart* indicates how many labels are in the cart.



Figure 12: Cart Preview

You will first get a brief overview of the shopping basket and can then open the complete overview of the shopping basket by clicking on *View And Edit Cart*. You can also jump directly to submit the order data of the cart by clicking on *Submit Order Data* (see page 16).

The cart at a glance

In the cart you will see all the labels that have already been configured and placed there. On the right-hand side you will see a summary and a non-binding, provisional total price (net) for the cart.

The screenshot displays the Schreiner Group shopping cart interface. At the top, there is a navigation bar with 'ENGLISH' and 'WELCOME, STEFAN POLSTERI | SIGN OUT'. Below the navigation bar, the cart icon shows '1' item. The main content area is titled 'Shopping Cart' and features a table with columns for 'Item', 'Price', 'Qty', and 'Subtotal'. The table contains one item: 'T5 91217 - 115x35mm'. The item details include 'Print Selection' and a list of specifications: 'T5-no.: 12345', 'Payload: 111', 'Load: 222', 'Tare: 3,3', 'Year: 2022', 'Plant Code: 123', 'Plant City: Oberschleissheim', 'Packaging Manufacturer: Schreiner Group GmbH & Co. KG', 'Background Color: Schwarz-weiss', and 'Layout: Mercedes-Benz AG'. The price is €0.39, the quantity is 400, and the subtotal is €156.00. To the right of the table is a 'Summary' box showing 'Subtotal €156.00', 'Tax €0.00', and 'Net Total €156.00'. A 'Go to Checkout' button is located below the summary. At the bottom of the item list, there is an 'X' icon for removal and an 'Update Cart' button.

Figure 13: Cart at a Glance

You can remove an item from the cart (X below the item). Then update the cart by clicking on *Update Cart*. In order to avoid errors, however, we recommend that you reconfigure the label position as described above if you have made mistakes in the previous entry.

As soon as you have placed all the required labels in your cart, prepare the order of the cart by clicking on *Go to Checkout*.

Transmitting the order data of the cart

Select shipping address in cart

To submit the order data of the cart, select the desired shipping address in the first step.

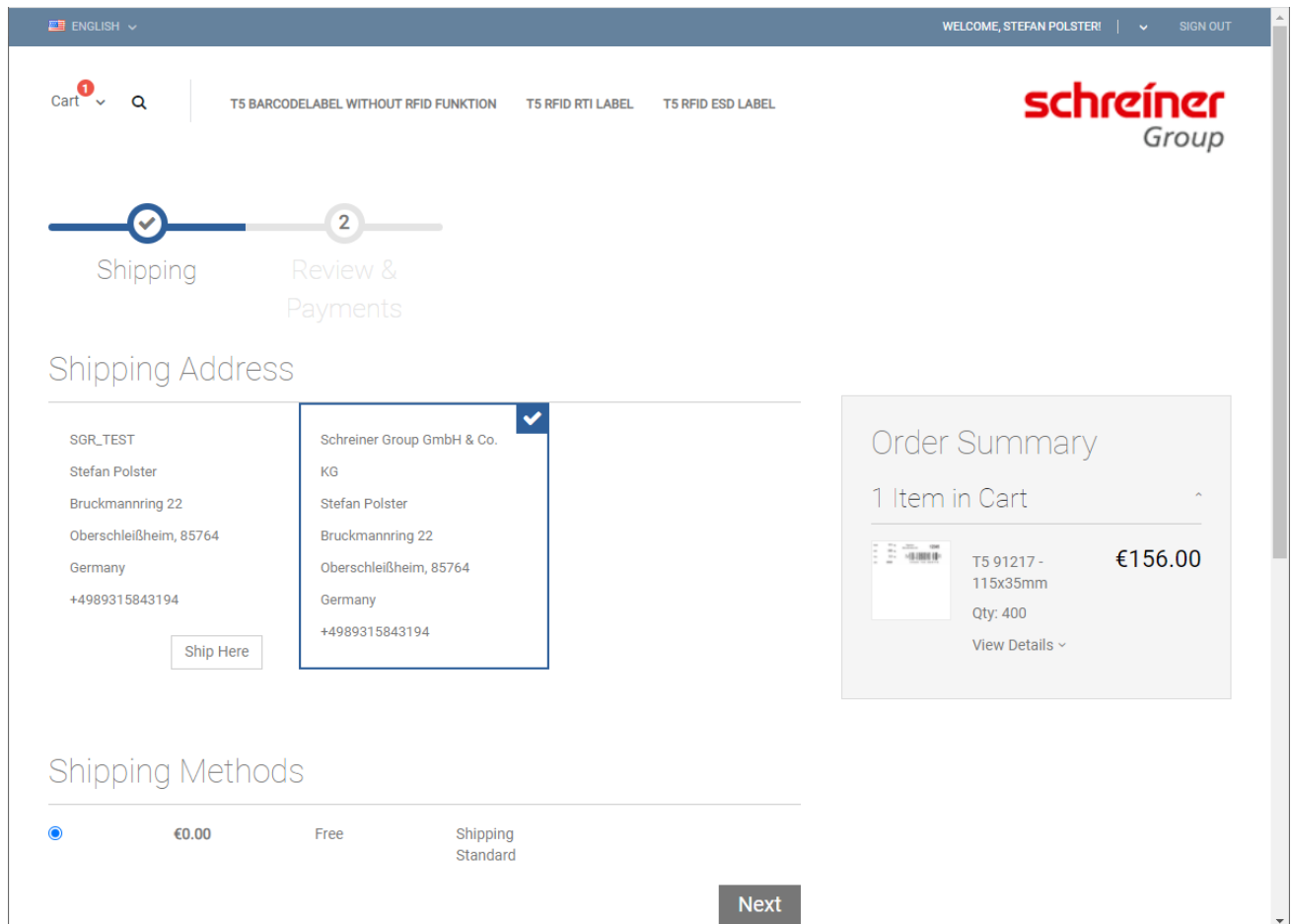


Figure 14: Select Shipping Address

The shipping and billing addresses cannot be freely changed in the web shop by the web shop user during the order process. However, it is possible to request missing shipping and billing addresses or changes to existing shipping addresses via the responsible contact address at Schreiner Group (see page 3).

When ordering through Mercedes Benz employees, please note that the shipping address in the web shop and in the Mercedes Benz order must match in order for the process to be processed.

Clicking on *Next* will take you to the next step, the selection of the billing address and the entry of the order number.

Approval workflow through a Mercedes Benz planner

To have your T5 label configuration and order confirmed by a Mercedes Benz LT series planner, please enter their valid eMail address in the *Add eMail for approval* field.

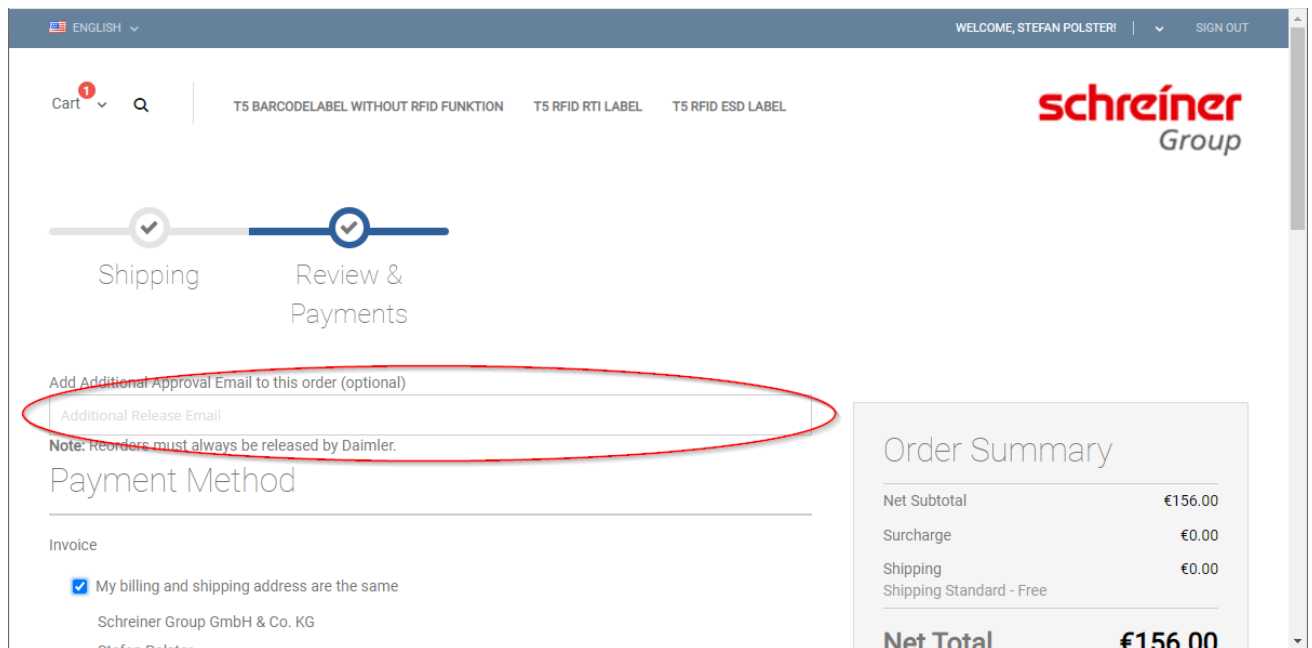


Figure 15: Add eMail address of LT series planner for approval

You can specify a second Mercedes Benz LT series planner (e.g. a holiday substitute) by entering a second eMail address separated by commas.

Note: Mercedes Benz AG and Schreiner Group GmbH & Co. KG strongly recommend approval by the LT series planner. If the order data is not sent to Mercedes Benz as a workflow, the customer is liable for the label selection and the data configured on the label. Load carriers that are delivered to Mercedes Benz with faulty labels and therefore do not function in the Mercedes Benz RFID processes must be refitted with correct labels in a repair process at the LT manufacturer's expense after the fault has become known.

Note: Barcode labels without RFID function can only be reordered with approval from Mercedes Benz (see page 21), if this is used.

Billing address and order numbers in the shopping cart

If the billing address is the same as the shipping address, tick the corresponding box. Otherwise, select one of the existing billing addresses.

After selecting the billing address, refresh the page by clicking *Update*.

In addition, enter the Mercedes Benz order number of the load carrier order on which your label order is based and, optionally, the LT manufacturer order number from your ERP system separated by "/".

Figure 16: Billing Address and Order Numbers

The order is forwarded to Schreiner Group by clicking on *Submit Order Data* and processed there. If you are a Mercedes Benz employee and submit order data, please note that Schreiner Group will not approve the order until we have received the order from your system (ERP – Covisint) and checked its content for compliance. The addresses in the web shop must match the order from the ERP system (billing address and delivery address).

If a billing address is missing or if an address changes, please inform the responsible contact address at Schreiner Group (see page 3) before completing the process. This address can no longer be changed afterwards.

Submitting order

After submitting the order, you will receive a confirmation e-mail with a PDF attached. If an approval has been requested, you will be informed about the approval status in separate e-mails. In the attached PDF you will find an overview of the labels ordered.

Note: To open the PDF, you need an appropriate PDF reader installed.

My Account

You can call up the information on your user account at the very top by clicking on the arrow next to your name. After calling up the information, you will see an overview of your user account.

Overview My Account

The overview summarises all information for your profile, such as existing shipping addresses and executed orders.

The screenshot displays the 'My Account' page for Stefan Polster. The page is organized into several sections:

- Account Information:** Includes contact information (Stefan Polster, stefan.polster@schreiner-group.com) and a newsletter subscription status (not subscribed).
- Address Book:** Shows default billing and shipping addresses, both for Stefan Polster at SGR_TEST, Bruckmannring 22, Oberschleißheim, 85764, Germany, with phone number +4989315843194.
- Recent Orders:** A table with columns for Order #, Date, Ship To, Net Total, Status, and Action. A 'View All' link is present.

The left sidebar contains navigation links: My Account, My Orders, Address Book, Order Approval List, Personalization Data, Projects, Terms of Use, and Training documents.

Figure 17: Overview My Account

My Orders

Here you get an overview of all previous orders with the individual items. To get more detailed information on an order, click on *View* at the end of the line with the order.

Order # 000000282 CANCELED on 18.02.2022
February 18, 2022 Print

Product Name	Image	SKU	Price	Qty	Subtotal
T5 91217 - 115x35mm		T5 91217	€0.39	Ordered: 400 Canceled: 400	€156.00

Print Selection
T5 91217 Format: 115x35mm Label per load carrier:
2 Shipping: Standard Production: Standard

- T5-no.: 12345
- Payload: 111
- Load: 222
- Tare: 3,3
- Year: 2022
- Plant Code: 123
- Plant City: Oberschleissheim
- Packaging Manufacturer: Schreiner Group GmbH & Co. KG
- Background Color: Schwarz-weiss
- Layout: Mercedes-Benz AG

[Number Range Reordering](#)
[Edit Item](#)

Figure 18: View single order

Here you can also see the status in the release workflow of the order (see page 17) , if this is used. This overview is for information only, no data can be changed here.

The two options for number range reordering and changing and re-releasing orders that were canceled in the workflow are described below.

Number range reordering is only possible for barcode labels and with approval from Mercedes Benz

In the view of a single order, you can reorder individual labels by clicking on *Number Range Reordering*. A new window opens in which you enter the desired number range either as a single number or as a range separated by a hyphen, e.g. 32000-32001. If more than one number range is required for an item, click *Add Line*. The number LT should be set to 1 by default. The number of LT is calculated from the number range data and multiplied by labels per LT to the total number. Number LT leads to a further multiplication and is only intended for special cases agreed with Mercedes Benz.

By clicking on Add to shopping cart, the number range reorder is placed in the shopping cart. (see page 13).

Number Range	Labels pro LT
32100	2
32201-32208	2

Figure 19: Number Range Reordering

Change and re-release canceled orders

If an order is canceled by the LT Planner because individual data of the configuration do not match, the data can be changed and requested again in a new order.

Note: It is essential that the new order is released by the LT Planner again (see page 17).

Address Book

The address book shows the billing addresses and shipping addresses stored in the web shop. These cannot be changed in the shop. Should an address change, please inform the responsible contact address at Schreiner Group (see page 3).

Configuration Data

If the same data is frequently used in the configuration of a label (e.g. in the Plant field or the Plant No.), it can be stored in the configuration data and is then entered as a default in the respective field for every future configuration (see page 10).

Projects

When configuring a label, the label can be saved with the entered data as a project (see page 11).

Terms of Use

Here you will find the current terms of use in PDF format.

Note: To open the PDF, you need an appropriate PDF reader installed.

Training documents

The current version of the application documentation (this document) can be downloaded in PDF format in *Training documents*.

Note: To open the PDF, you need an appropriate PDF reader installed.

Change History

Status/Change	Date	Author
Initial creation	24.02.2021	Stefan Polster
<ul style="list-style-type: none"> - Text corrections - Note on correct addresses in section „Billing address and order numbers in the shopping cart“ - Table of contents inserted after cover page 	21.10.2021	Stefan Polster
<ul style="list-style-type: none"> - <i>Daimler replaced by Mercedes Benz</i> - <i>All figures / screenshots updated</i> - <i>Various small text corrections</i> - <i>In the chapter My Orders the sections Number range re-ordering is only possible for barcode labels and with approval from Mercedes Benz and Change and re-release canceled orders have been added.</i> - <i>In the chapter My Account the sections Terms of use and Training documents have been added.</i> 	15.02.2022	Stefan Polster