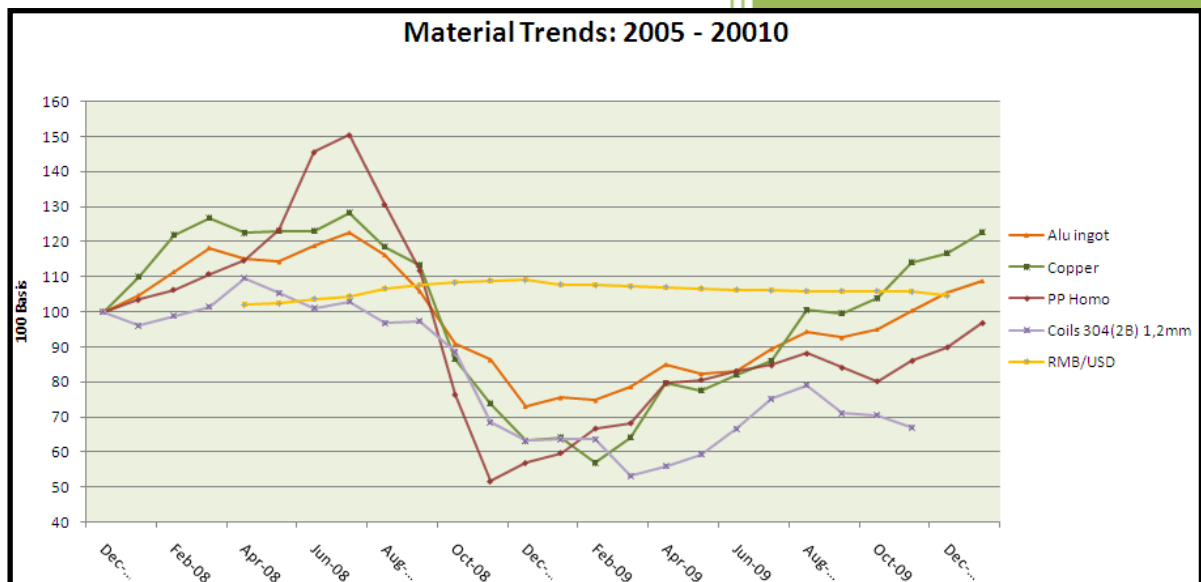


# 2010

## RAW MATERIAL TREND - User Guide



## Table of Contents


1 – Access the Citrix Database and the Raw Material Trend Tool .....	3
2 – Generate some graphs .....	5
2.1 – Raw Material Graph .....	5
2.1.1 – Generate the Raw Material Graph.....	5
2.1.2 – Export the Raw Material Graphs into Excel .....	8
2.2 – Currency Graph .....	10
2.2.1 – Generate the Raw Material Graph.....	10
2.2.2 – Export the Raw Material Graphs into Excel .....	12
3.3 – Graph Multi Raw Material/Currency .....	13
2.2.2 – Export the Multi Raw Material/Currency Graphs into Excel.....	15
3 – Generate the Raw Data Reports .....	15
3.1 – Raw Material data report.....	15
3.1.1 – View the Raw Material Report.....	15
3.1.2 – Export the Raw Material Report into Excel.....	16
3.2 – Currency data report.....	18
3.2.1 – View the Currency Report.....	18
3.2.2 – Export the Currency Report into Excel.....	19
4 – HELP Menu .....	19
4.1 – User Guide.....	19
4.2 – Template to upload the raw matetial data in the system .....	19
4.3 – Contact person if any issues.....	20
<b>ONLY for SELECTED USER SECURITY PROFILE:.....</b>	<b>21</b>
5 – Upload the Raw Material Figures in the Software – .....	21
5.1 – Upload the Raw Material Figures.....	21
5.1.1 – Template File.....	21
5.1.2 – Upload the filled in Template .....	22
5.2 – Upload the Currency Figures.....	23

## 1 – Access the Citrix Database and the Raw Material Trend Tool

To access the citrix database, click on the following link:

<http://hon08nt/Citrix/XenApp/auth/login.aspx>


The screen below appears :



Welcome  
Log on to access your applications.

User name:

Password:

Domain:  

Fill in your Login and Password (The same as the ones used to login to your computer):



Welcome  
Log on to access your applications.

User name:

Password:

Domain:  

### **NOTA:**

Please make sure to select the correct domain depending on where you are located:

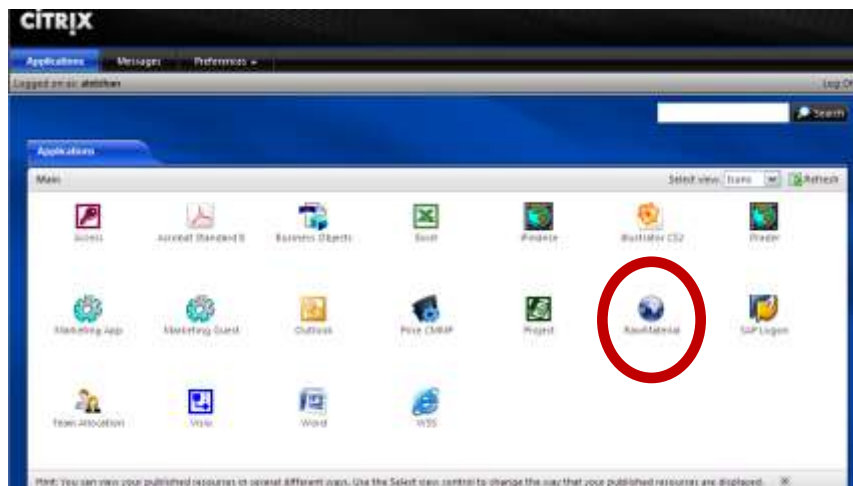
**Asia – as**

**Europe – eu**

**North America – na**

**South America – sa**

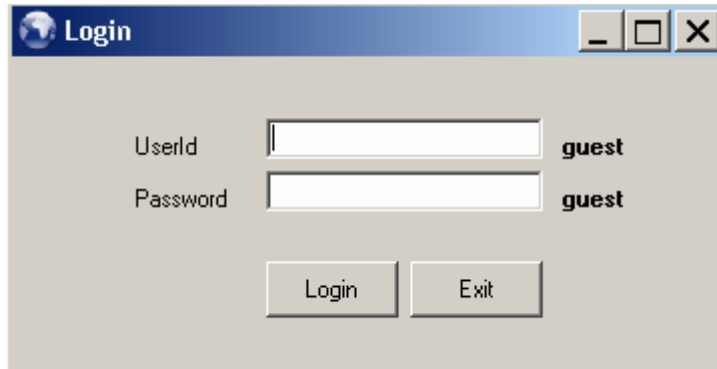
When logged in the screen below appears:





Please click on the « **RAW MATERIAL** » icon: RawMaterial

The following pop up window will prompt:



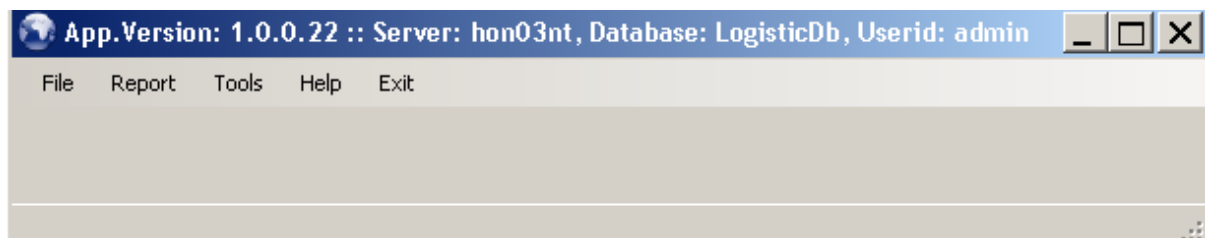
A screenshot of a 'Login' window. The window has a title bar with a globe icon and the text 'Login'. It contains two input fields: 'UserId' and 'Password'. To the right of each field is the text 'guest'. Below the fields are two buttons: 'Login' and 'Exit'.

The USERNAME is : **guest**

The PASSWORD is : **guest**

**You are now logged in to the RAW MATERIAL Software.**

Here is the user interface:



This interface allows you to:

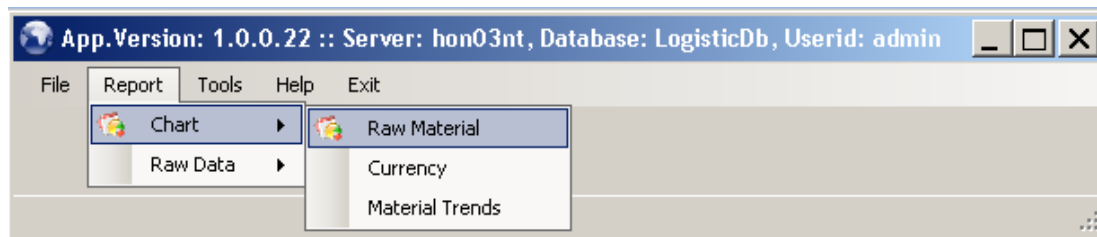
- Upload the latest figures for each raw material/ currency
- Generate some graphs
  - o Raw Material Graph
  - o Currency Graph
  - o Multi currency/raw material graph
- Get the raw material Reports in different currencies

## 2 – Generate some graphs

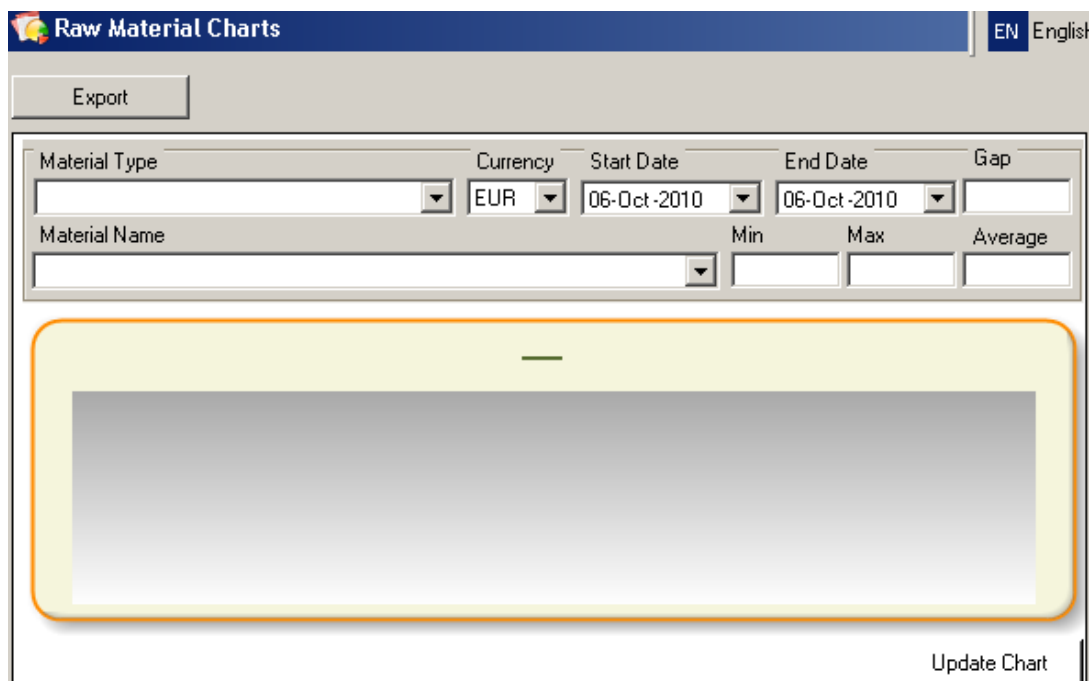
### 2.1 – Raw Material Graph

#### 2.1.1 – Generate the Raw Material Graph

Select **REPORT > CHART > RAW MATERIAL** from the FILE Menu:



The screen below appears:



The 'Raw Material Charts' window has a title bar with a globe icon and the text 'Raw Material Charts'. Below the title bar is a language selector showing 'EN' and 'English'. An 'Export' button is located below the language selector. The main area contains several input fields: 'Material Type' (a dropdown menu), 'Currency' (a dropdown menu showing 'EUR'), 'Start Date' (a date picker showing '06-Oct-2010'), 'End Date' (a date picker showing '06-Oct-2010'), and 'Gap' (a text input field). Below these are 'Material Name' (a dropdown menu), 'Min' (a text input field), 'Max' (a text input field), and 'Average' (a text input field). A large, empty rectangular area with a yellow border is intended for the chart. At the bottom right, there is an 'Update Chart' button.

To generate a chart, please select the following:

- **Material Type**
- **Raw Material Name**
- **Currency**
- **Start Date and End Date**

## RAW MATERIAL TREND - User Guide

Charts

EN English

Export

Material Type

Currency

Start Date

End Date

Gap

PLASTICS

USD

21-Sep-2008

21-Sep-2010

Material Name

Min

Max

Average

ABS EUROPE - Domestic price - FD - Free Delivered -Northwest Europe - I

Update Chart

### NOTA:

There are 2 ways to select the Dates:

**1 – Click in the start date window and directly modify the date with the keyboard.**

Material Type

Currency

Start Date

End Date

Gap

EUR

08-Oct-2010

08-Oct-2010

Material Name

Min

Max

Average

**2 – Select the calendar.**

October, 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Today: 10/8/2010

To go faster, put the mouse over the month. A month list will appear. Select the correct one:

Oct

January
February
March
April
May
June
July
August
September
October
November
December

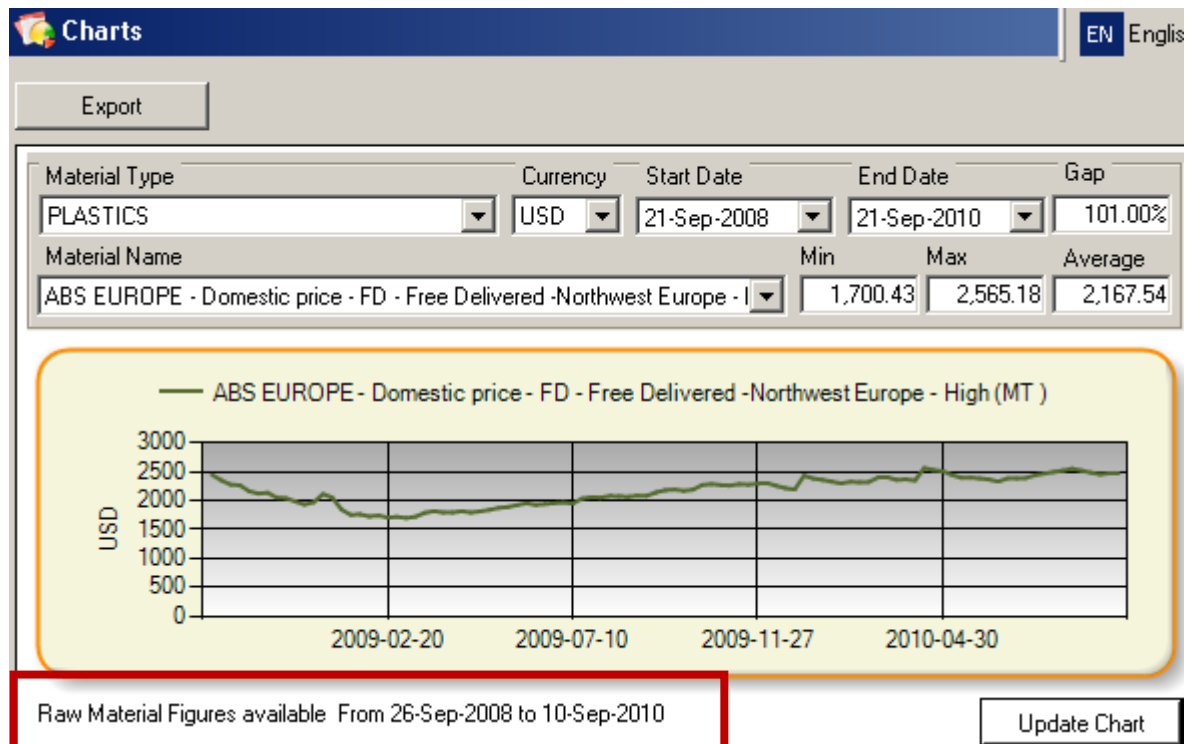
For the year, put the mouse over the year. 2 small buttons will appear. Click on the down one if you want to go back in the past. The top one is to go in the future:

October, 2010

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Today: 10/8/2010

Do not forget to click on  to visualise the chart:



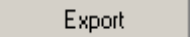
The screen also displays the availability of the figures (FROM TO) for your information.

### NOTA:

If you make **ANY** modification in the selection (Start or End Dates, Currency...), please click again on the  to get the updated version.

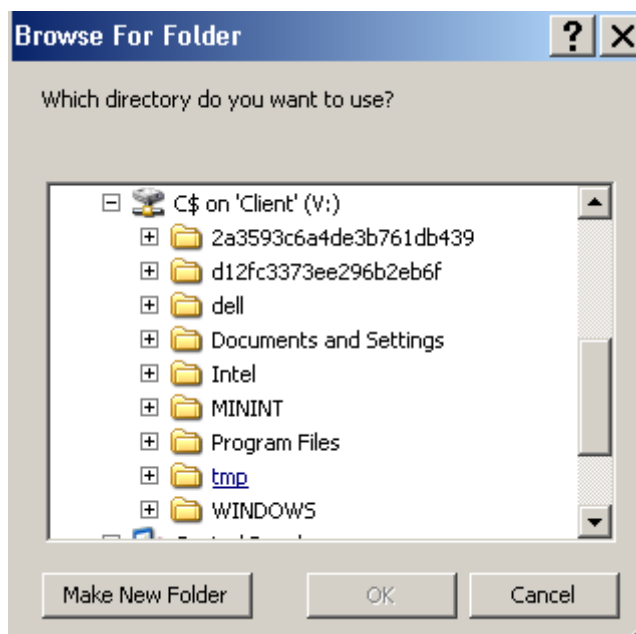
The update is **NOT DONE AUTOMATICALLY**.

## 2.1.2 – Export the Raw Material Graphs into Excel

Click on the  button on the top of the page.  
The screen below will pop up:



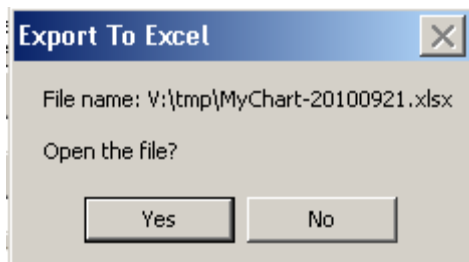
Select a folder UNDER YOUR OWN COMPUTER (C: drive) where to store the extracted file.



Then Click OK.  
The system will generate the Excel file and save it under the selected location.



When the file is ready, the following pop up window will appear:



### NOTA:

Please click NO and go to the selected location where you saved the file to open it.

If you click YES, note that the FILE that you see CANNOT BE SAVED ON YOUR COMPUTER. Please do not make any modification on it. It is only for VIEW/READ purpose.

The Excel file looks like the one below:



The first tab of the file HAS ALL the graphs which have been generated.

Note that for each graph you can get:

**Start and End dates**

**Gap between the very first and last value**

**Max Value in the chosen currency**

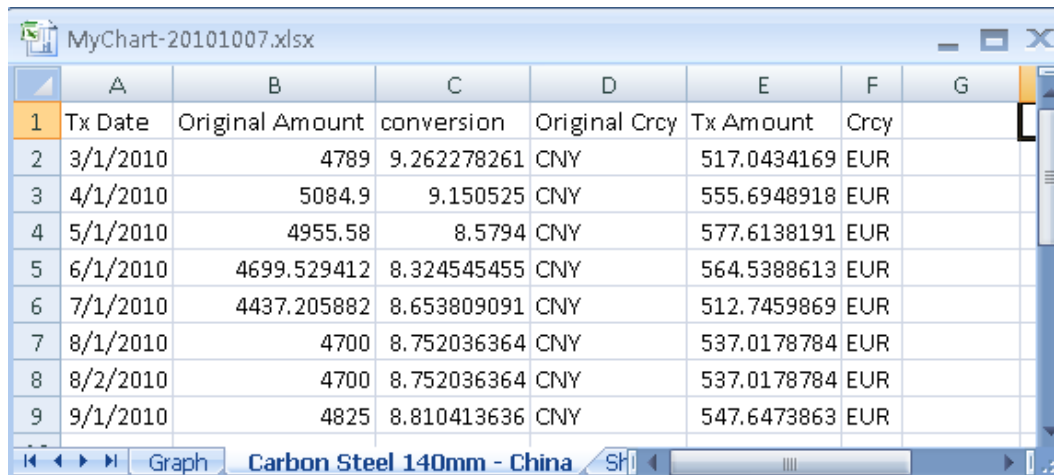
**Min Value in the chosen currency**

**Average Value in the chosen currency**

## NOTA:

The other tabs have the raw material details/ figures of each graph:

**Date – Tx Date**  
**Raw Material Original Figures – Original Amount**  
**Raw Material Original Currency – Original Currency**  
**Conversion used - Conversion**  
**Raw Material Converted Figures – Tx Amount**  
**Raw Material New Currency - Crcy**

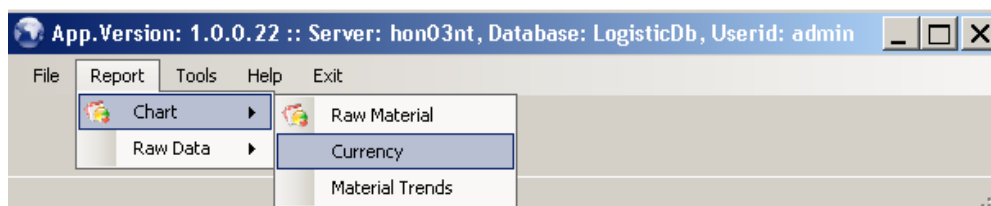


	A	B	C	D	E	F	G
1	Tx Date	Original Amount	conversion	Original Crcy	Tx Amount	Crcy	
2	3/1/2010	4789	9.262278261	CNY	517.0434169	EUR	
3	4/1/2010	5084.9	9.150525	CNY	555.6948918	EUR	
4	5/1/2010	4955.58	8.5794	CNY	577.6138191	EUR	
5	6/1/2010	4699.529412	8.324545455	CNY	564.5388613	EUR	
6	7/1/2010	4437.205882	8.653809091	CNY	512.7459869	EUR	
7	8/1/2010	4700	8.752036364	CNY	537.0178784	EUR	
8	8/2/2010	4700	8.752036364	CNY	537.0178784	EUR	
9	9/1/2010	4825	8.810413636	CNY	547.6473863	EUR	

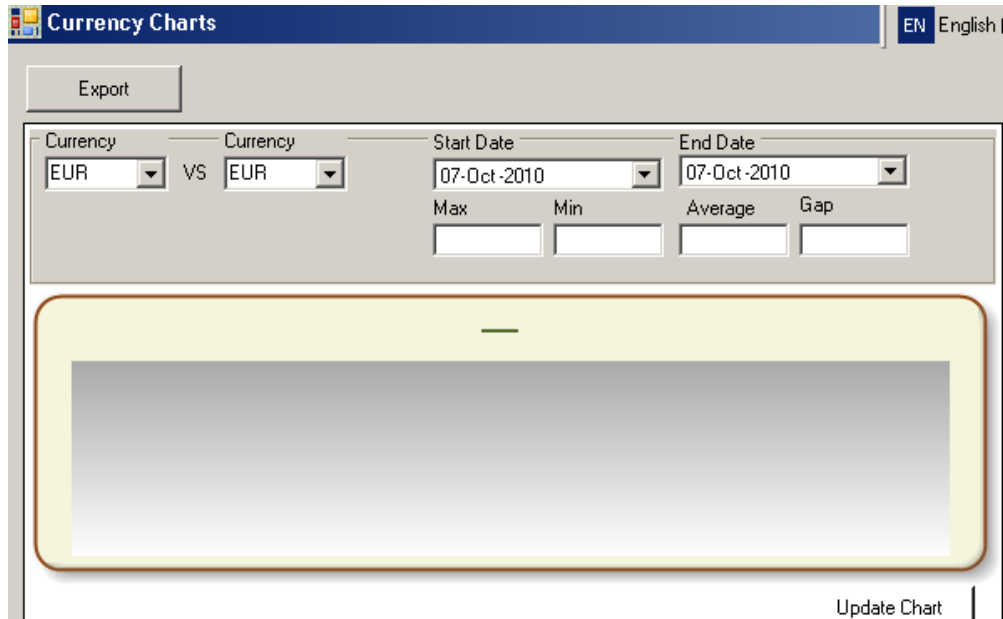
## 2.2 – Currency Graph

### 2.2.1 – Generate the Raw Material Graph

Select **REPORT > CHART > CURRENCY** from the FILE Menu:

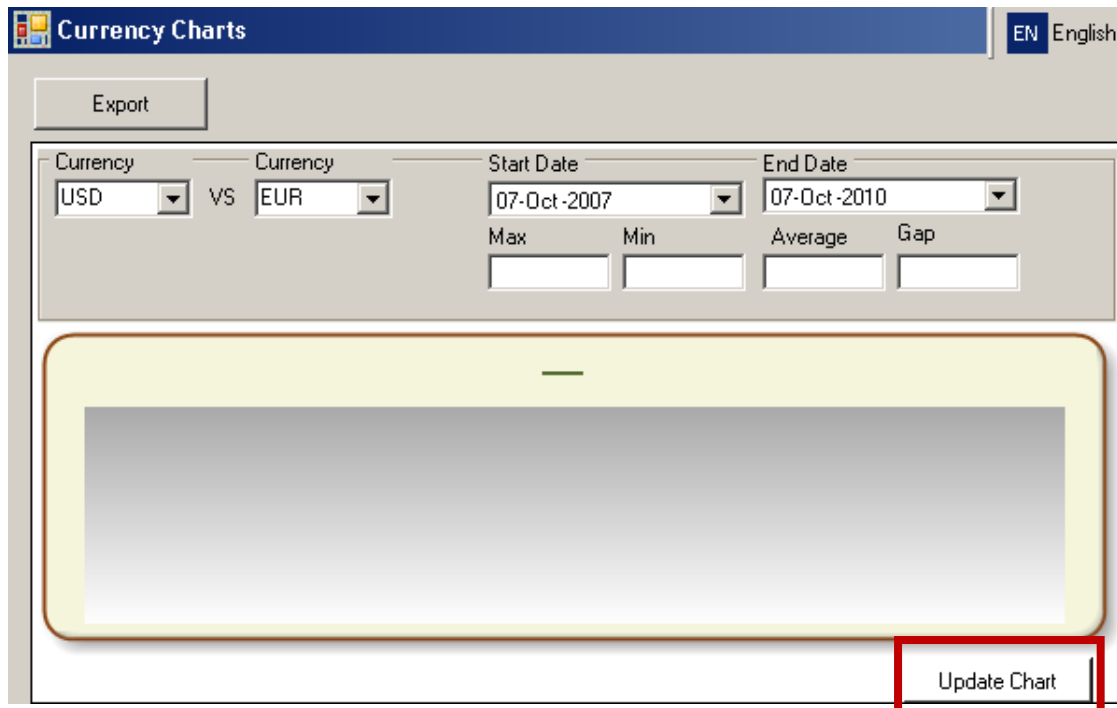


The screen below appears:

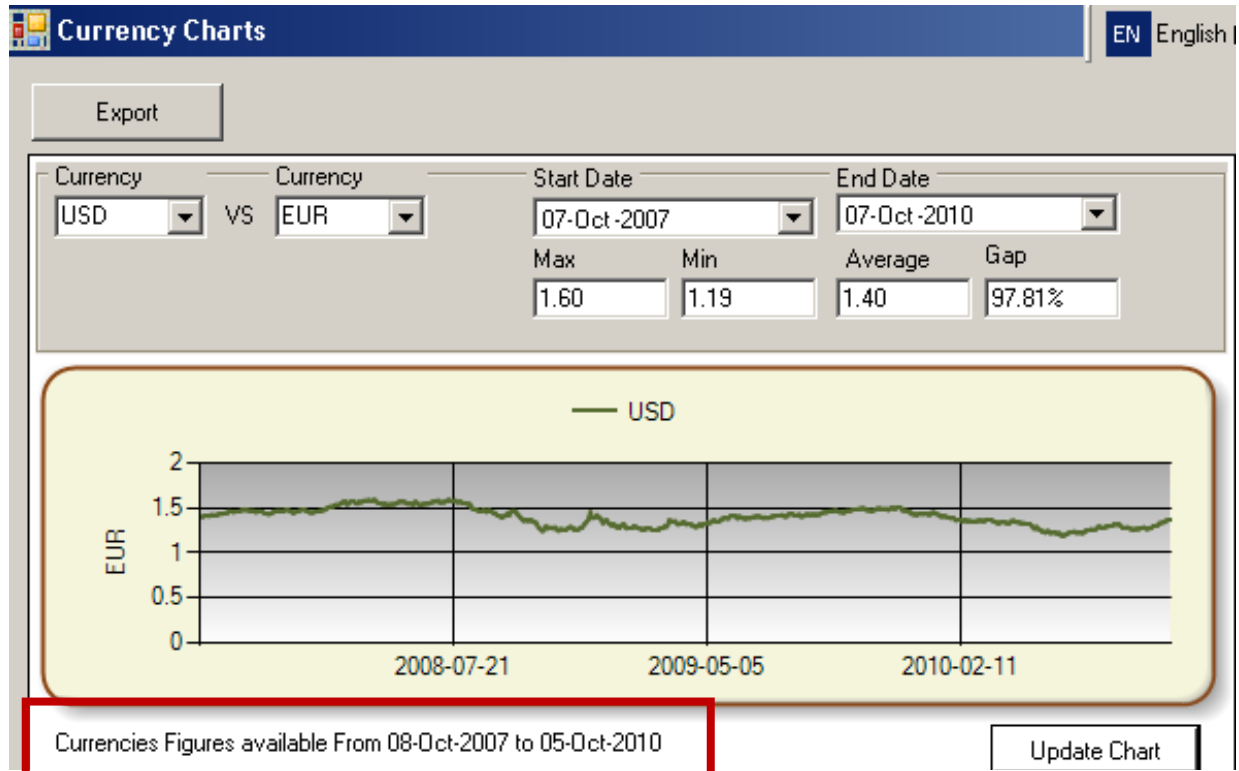


To generate a chart, please select the following:

- **Currency**
- **VS Currency**
- **Start Date and End Date**

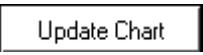


Do not forget to click on  to visualise the chart:

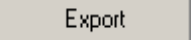


The screen also displays the availability of the figures (FROM TO) for your information.

### **NOTA:**

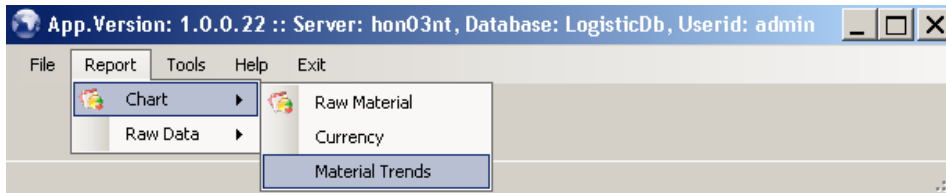
If you make **ANY** modification in the selection (Start or End Dates, Currency...), please click again on the  to get the updated version.  
The update is **NOT DONE AUTOMATICALLY**.

## 2.2.2 – Export the Raw Material Graphs into Excel

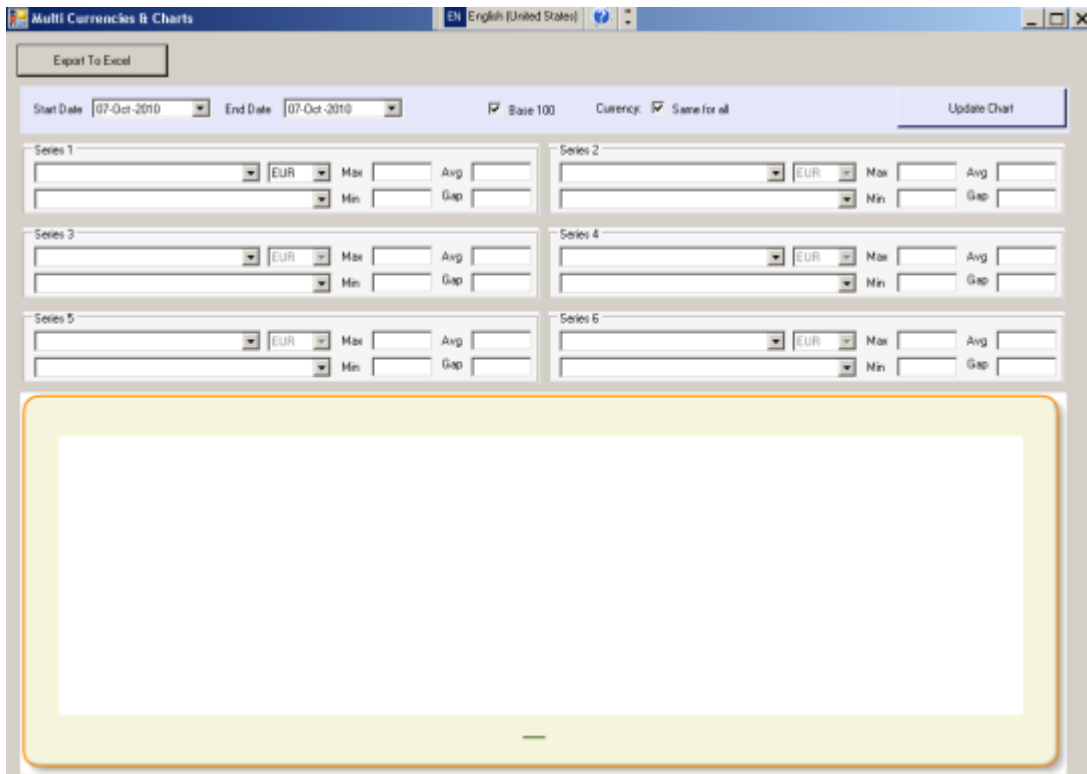
Click on the  button on the top of the page.  
Then Refer to the [3.1.2 – Export the Raw Material Graphs into Excel](#)

## 3.3 – Graph Multi Raw Material/Currency

Select **REPORT > CHART > MATERIAL TRENDS** from the FILE Menu:



The screen below appears:



To generate a chart, please select the following:

- **Currency**
- **VS Currency**
- **Start Date and End Date**

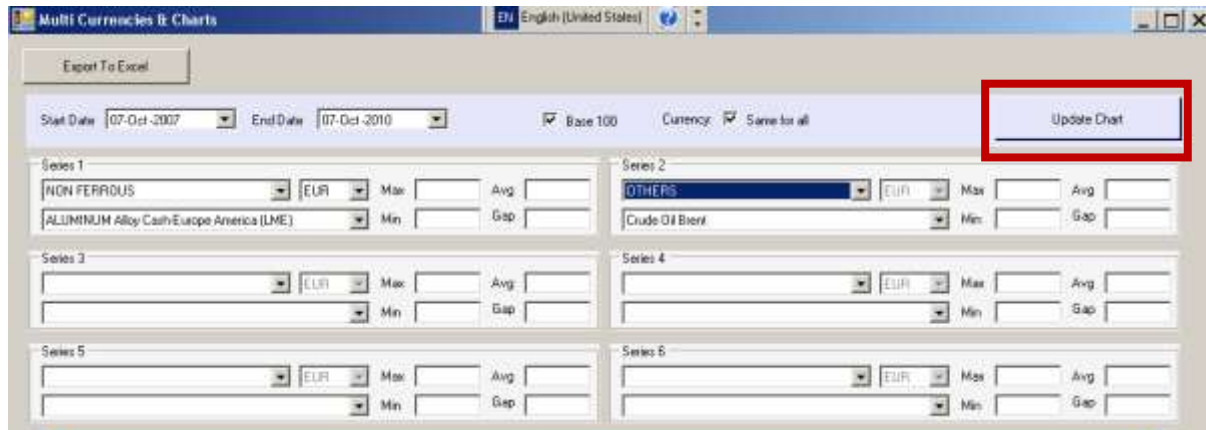
### NOTA:

**By Ticking on BASE 100 – you will generate a chart using a BASIS 100**

**By Ticking on CURRENCY SAME FOR ALL – You will generate a Chart with ONLY ONE Currency for all the series**

## RAW MATERIAL TREND - User Guide

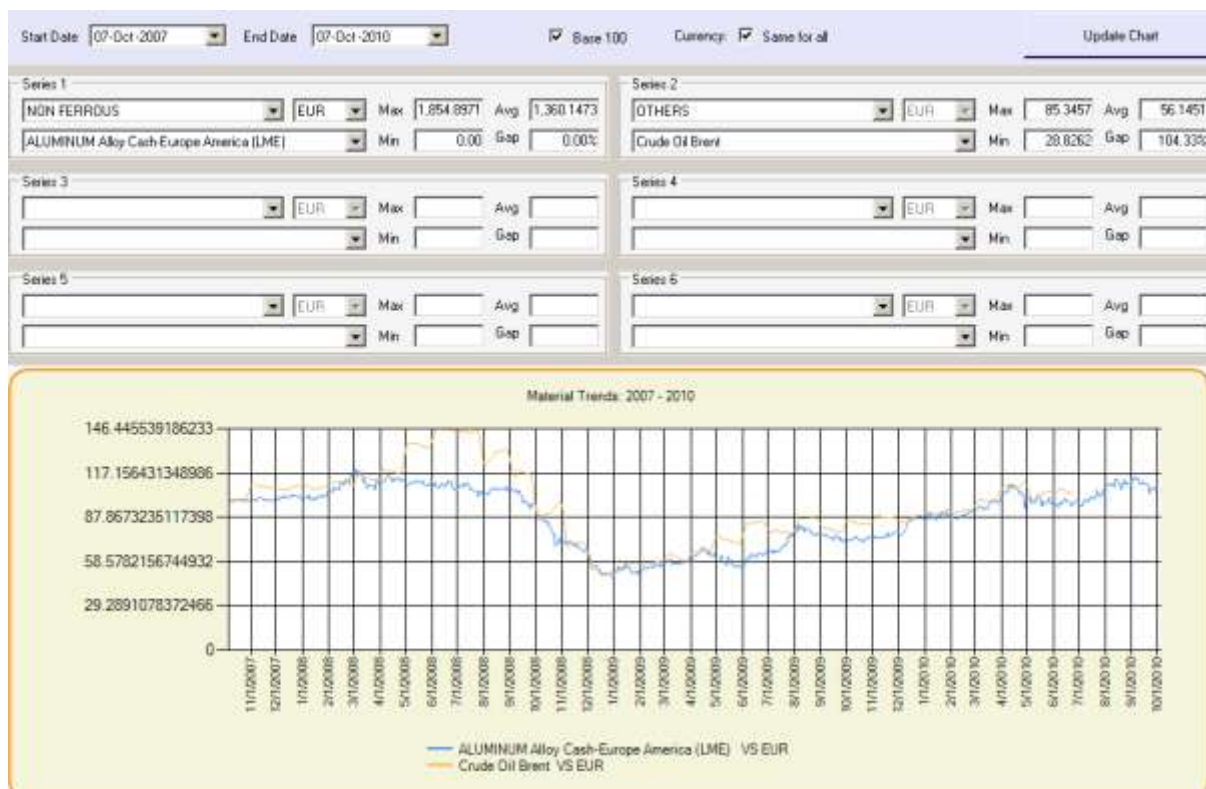
Do not forget to click on **Update Chart** to visualise the chart:



The screenshot shows the 'Multi Currencies & Charts' application window. The 'Update Chart' button is highlighted with a red rectangle. The window includes fields for 'Start Date' (07-Oct-2007), 'End Date' (07-Oct-2010), 'Base 100', and 'Currency' (Same for all). There are six series configuration sections (Series 1 to Series 6) with dropdown menus for material selection and currency, and input fields for Max, Avg, Min, and Gap values.

Here is the chart updated.

The example below uses a BASE 100 and ALL the series have the same currencies:



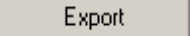
This graph can display up to 6 series.

### NOTA:

If you make ANY modification in the selection (Start or End Dates, Currency...), please click again on the **Update Chart** to get the updated version.

The update is NOT DONE AUTOMATICALLY.

## 2.2.2 – Export the Multi Raw Material/Currency Graphs into Excel

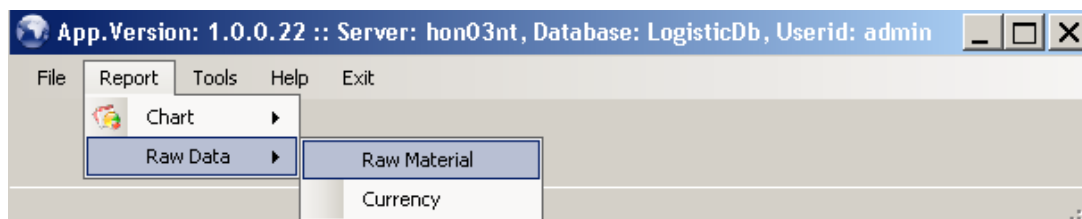
Click on the  button on the top of the page.  
Then Refer to the [3.1.2 – Export the Raw Material Graphs into Excel](#)

## 3 – Generate the Raw Data Reports

### 3.1 – Raw Material data report

#### 3.1.1 – View the Raw Material Report

Select **REPORT > RAW DATA > RAW MATERIAL** from the FILE Menu:



The screen below appears. One category of raw materials per tab:

Raw Material

Export

CarbonNon FerrousOthersPlasticsScrapStainless Steel

Date Selection

From07-Oct-2010

To07-Oct-2010

PivotTable Export Selection

Currency

	Date	1 HR Coil-Average price North&South (TDS) - Europe (EUR)	2 CR Coil-Average price North&South (TDS) - Europe (EUR)	3 HR Coil(TDS) - China (USD)	4 CR Coil(TDS) - China (USD)	5 CR Coil -Germany (EUR)	6 HR Coil - Germany (EUR)	7 CR China
	01-01-2005	520	613	683.51553	737.30466	653	550	562.6
	01-02-2005	520	613	696.26505	741.8151	643	550	570
	01-03-2005	520	613	627.03325	747.15962	633	550	565
	01-04-2005	485	595	619.72541	747.81062	623	545	580
	01-05-2005	478	582	608.0426	733.7132	593	500	591
	01-06-2005	457	550	448.88481	598.51308	573	489	512
	01-07-2005	413	523	455.00616	609.08232	548	460	507
	01-08-2005	383	473	453.6486	607.3236	548	460	496
	01-09-2005	403	490	452.26116	605.46616	538	430	498
	01-10-2005	407	512	454.1481	607.9337	538	430	507
	01-11-2005	400	503			538	430	518
	01-12-2005	397	480			538	430	514
	01-01-2006	395	485	312.7422128906...	431.8821035156...	538	430	504
	01-02-2006	413	503.33	320.7265708007...	439.7603144531...	538	430	443

**NOTA:**


**The data in this table is display ONLY in its ORIGINAL CURRENCY**

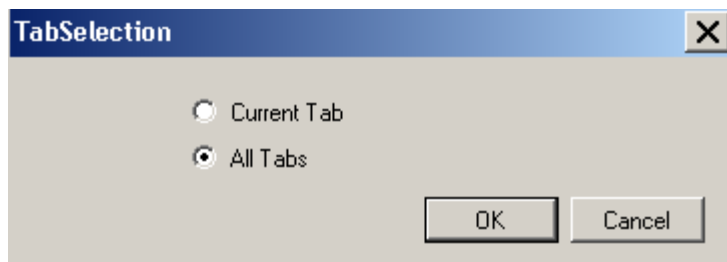
To get the conversion, please refer to the step below: [Export the Raw Material Report into Excel](#)

### 3.1.2 – Export the Raw Material Report into Excel

You have 2 OPTIONS to export the report:

**OPTION 1 – Generate the Report with the same currencies as the original Ones:**

Click on the  button on the top of the page.  
The pop up window will appear:



Select:

- CURRENT TAB** – If only interested in getting data from the selected tab
- ALL TABS** - If interested in getting data from the ALL the tabs

Then Refer to the [3.1.2 – Export the Raw Material Graphs into Excel](#)

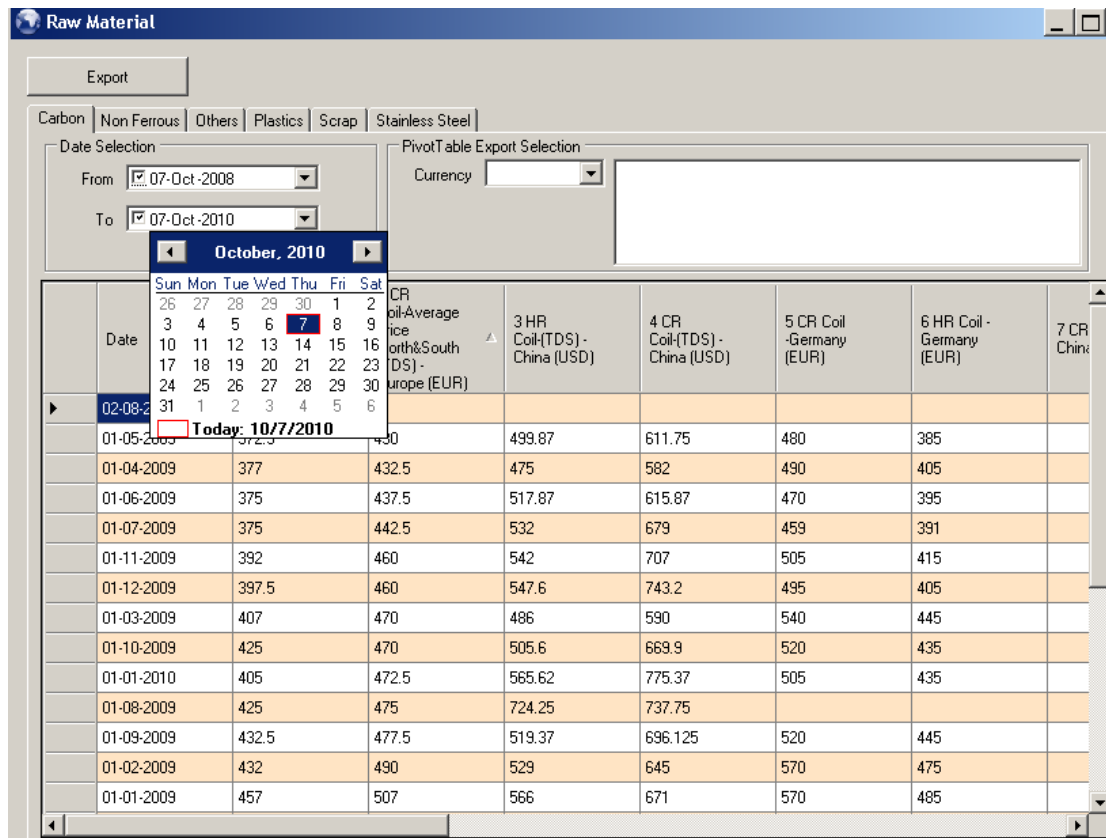


### OPTION 2 – Generate the Report and choosing the correct currency:

First select the tab you want to extract.

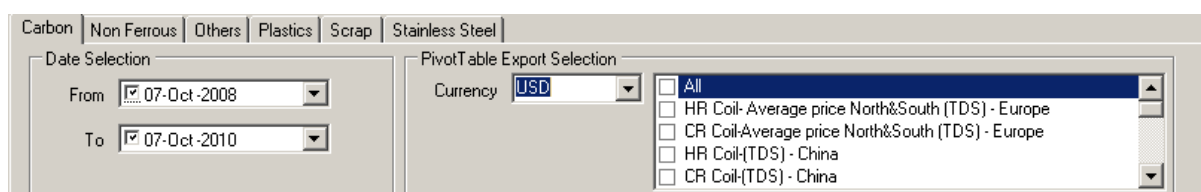
Then select the time period that you want to be extracted by using the calendar.

By default, ALL the figures available for the raw materials will be displayed:



Date	CR Coil-Average price North&South (TDS) - Europe (EUR)	3 HR Coil(TDS) - China (USD)	4 CR Coil(TDS) - China (USD)	5 CR Coil - Germany (EUR)	6 HR Coil - Germany (EUR)	7 CR China
02-08-2010	372.5	499.87	611.75	480	385	
01-05-2009	372.5	499.87	611.75	480	385	
01-04-2009	377	475	582	490	405	
01-06-2009	375	517.87	615.87	470	395	
01-07-2009	375	532	679	459	391	
01-11-2009	392	542	707	505	415	
01-12-2009	387.5	547.6	743.2	495	405	
01-03-2009	407	486	590	540	445	
01-10-2009	425	505.6	669.9	520	435	
01-01-2010	405	565.62	775.37	505	435	
01-08-2009	425	724.25	737.75			
01-09-2009	432.5	519.37	696.125	520	445	
01-02-2009	432	529	645	570	475	
01-01-2009	457	566	671	570	485	

Select then the CURRENCY you want the raw material figures to be displayed in



Date	CR Coil-Average price North&South (TDS) - Europe (EUR)	3 HR Coil(TDS) - China (USD)	4 CR Coil(TDS) - China (USD)	5 CR Coil - Germany (EUR)	6 HR Coil - Germany (EUR)	7 CR China
02-08-2010	372.5	499.87	611.75	480	385	
01-05-2009	372.5	499.87	611.75	480	385	
01-04-2009	377	475	582	490	405	
01-06-2009	375	517.87	615.87	470	395	
01-07-2009	375	532	679	459	391	
01-11-2009	392	542	707	505	415	
01-12-2009	387.5	547.6	743.2	495	405	
01-03-2009	407	486	590	540	445	
01-10-2009	425	505.6	669.9	520	435	
01-01-2010	405	565.62	775.37	505	435	
01-08-2009	425	724.25	737.75			
01-09-2009	432.5	519.37	696.125	520	445	
01-02-2009	432	529	645	570	475	
01-01-2009	457	566	671	570	485	

A list of Raw Materials from the selected tab will be shown.

Please Tick the ones you would like to export into Excel.

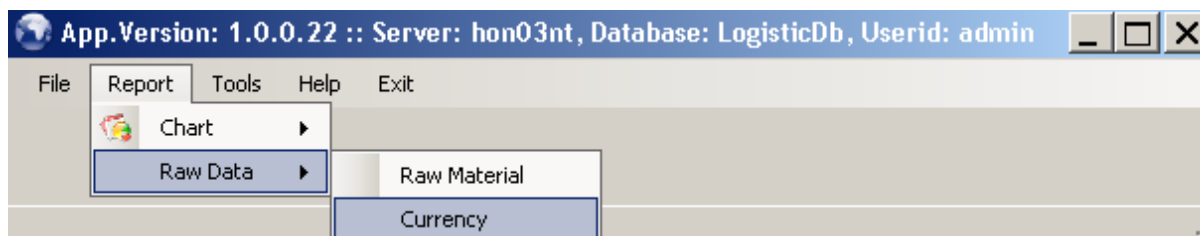
Click on the **Export** button on the top of the page.

Then Refer to the [3.1.2 – Export the Raw Material Graphs into Excel](#)

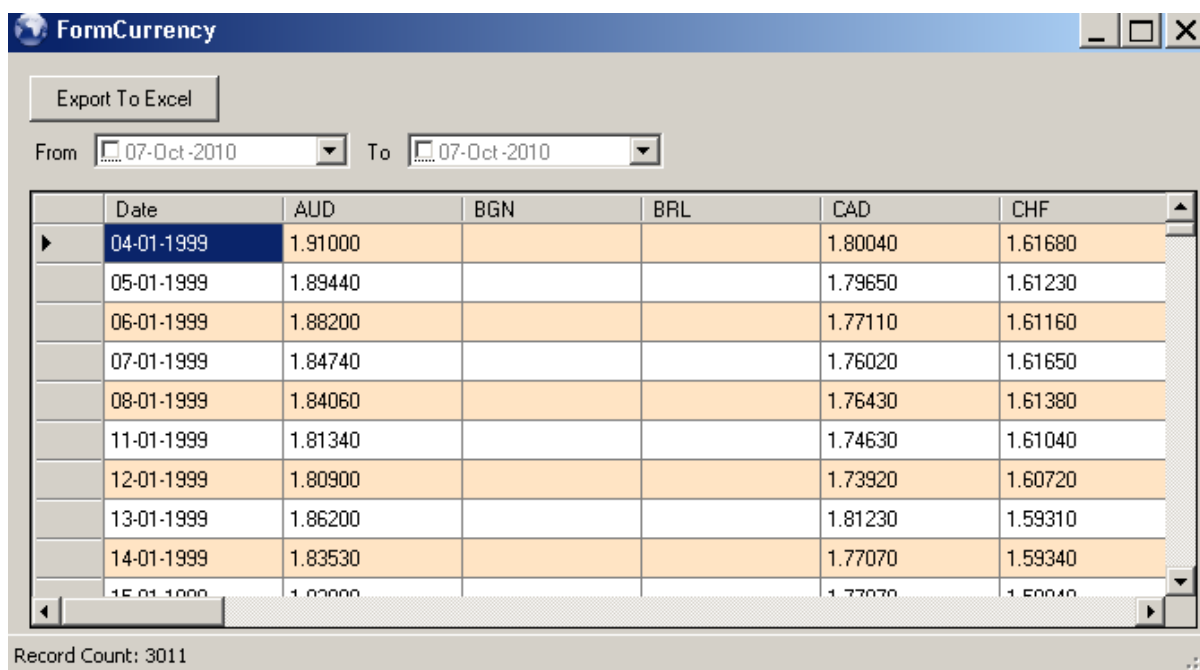
## 3.2 – Currency data report

### 3.2.1 – View the Currency Report

Select **REPORT > RAW DATA > CURRENCY** from the FILE Menu:



The screen below appears.



FormCurrency

Export To Excel

From: 07-Oct-2010 To: 07-Oct-2010

Date	AUD	BGN	BRL	CAD	CHF
04-01-1999	1.91000			1.80040	1.61680
05-01-1999	1.89440			1.79650	1.61230
06-01-1999	1.88200			1.77110	1.61160
07-01-1999	1.84740			1.76020	1.61650
08-01-1999	1.84060			1.76430	1.61380
11-01-1999	1.81340			1.74630	1.61040
12-01-1999	1.80900			1.73920	1.60720
13-01-1999	1.86200			1.81230	1.59310
14-01-1999	1.83530			1.77070	1.59340
15-01-1999	1.82000			1.77070	1.59040

Record Count: 3011

Select the time period that you want to be extracted by using the calendar.

**By default, ALL the figures available for the Currencies will be displayed:**

#### NOTA:

**ALL the currencies are displayed in EUR**

### 3.2.2 – Export the Currency Report into Excel

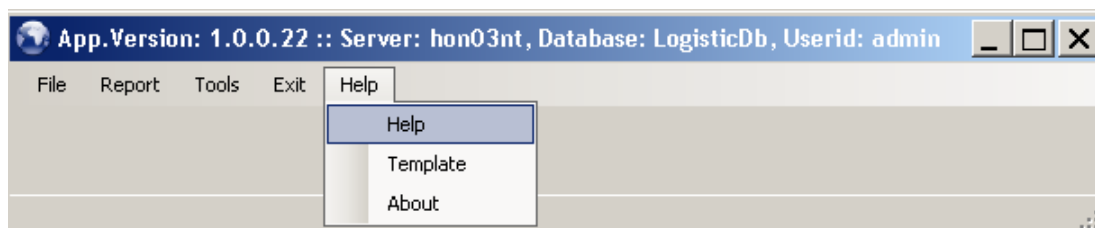
Click on the **Export** button on the top of the page.

Then Refer to the [3.1.2 – Export the Raw Material Graphs into Excel](#)

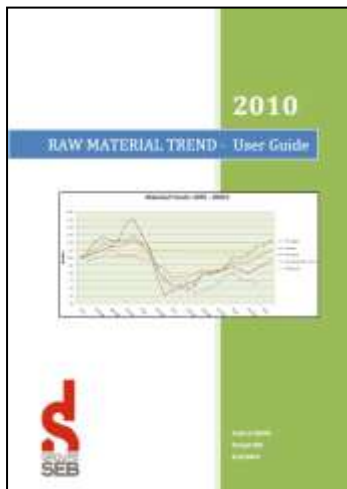
## 4 – HELP Menu

### 4.1 – User Guide

Select **HELP > HELP** from the FILE Menu:

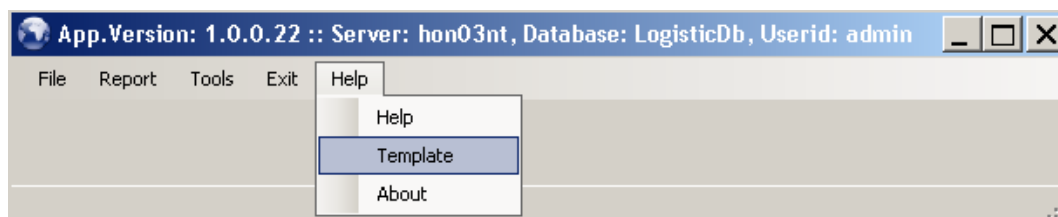


From there you can see and download the USER GUIDE:



### 4.2 – Template to upload the raw material data in the system

Select **HELP > TEMPLATE** from the FILE Menu:



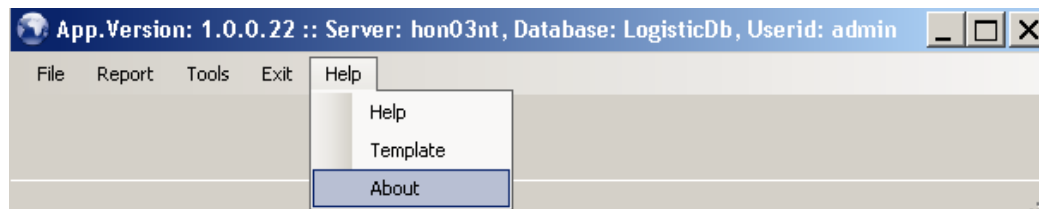
## RAW MATERIAL TREND - User Guide

From there you can access the template file used to upload the raw material data in the system:

	A	B	C	D
1	<b>Key</b>	OT001	OT002	OT003
2	Updated by	Alexandra DANELON	SEB ASIA	Alexandra DANELON
3	<b>Source</b>	Developpement-durable.gouv.fr	SFE	EUWID
4	<b>Links</b>	<a href="http://www.developpement-durable.gouv.fr/Historique-du-cours-du-Brent-date.html">http://www.developpement-durable.gouv.fr/Historique-du-cours-du-Brent-date.html</a>	<a href="http://www.shfe.com.cn">www.shfe.com.cn</a>	
5	<b>Area</b>		China	France
6	<b>Currency</b>	USD	CNY	EUR
7	<b>Unit</b>	bbl	T	T
8	<b>DA</b>	<b>Crude Oil Brent</b>	<b>Fuel Oil - China</b>	<b>Paper - Fluting</b>
209	28-Nov-08	52.34	2410.5	368
210	5-Dec-08	40.25	2566	330
211	12-Dec-08	40.25	2566	330
212	19-Dec-08	40.25	2566	330
213	9-Jan-09	43.29	3012	303
214	16-Jan-09	43.29	3012	303
215	23-Jan-09	43.29	3012	303
216	30-Jan-09	43.29	3012	303
217	6-Feb-09	43.26	3105	243
218	13-Feb-09	43.26	3105	243
219	20-Feb-09	43.26	3105	243
220	27-Feb-09	43.26	3105	243
221	6-Mar-09	46.54	3197.5	243
222	13-Mar-09	46.54	3197.5	243

### 4.3 – Contact person if any issues

Select **HELP > ABOUT** from the FILE Menu:



From there you can access the email address of the person who created the RAW MATERIAL TREND tool on Citrix: Dwi LI (Located in SEB ASIA):



**ONLY for SELECTED USER SECURITY PROFILE:**

## 5 – Upload the Raw Material Figures in the Software –

### 5.1 – Upload the Raw Material Figures

#### 5.1.1 – Template File

The Template file where to fill in the raw material figures is stored on WSS:

**Purchasing > Costing/Pricing > Material Trend > Material Trend - New Version on Citrix**

	A	B	C	D
1	Key	OT001	OT002	OT003
2	Updated by	Alexandra DANELON	SEB ASIA	Alexandra DANELON
3	Source	Developpement-durable.gouv.fr	SFE	EUWID
4	Links	<a href="http://www.developpement-durable.gouv.fr/Historique-du-cours-du-Brent-date.html">http://www.developpement-durable.gouv.fr/Historique-du-cours-du-Brent-date.html</a>	<a href="http://www.shfe.com.cn">www.shfe.com.cn</a>	
5	Area		China	France
6	Currency	USD	CNY	EUR
7	Unit	bbl	T	T
8	DA	Crude Oil Brent	Fuel Oil - China	Paper - Fluting
209	28-Nov-08	52.34	2410.5	368
210	5-Dec-08	40.25	2566	330
211	12-Dec-08	40.25	2566	330
212	19-Dec-08	40.25	2566	330
213	9-Jan-09	43.29	3012	303
214	16-Jan-09	43.29	3012	303
215	23-Jan-09	43.29	3012	303
216	30-Jan-09	43.29	3012	303
217	6-Feb-09	43.26	3105	243
218	13-Feb-09	43.26	3105	243
219	20-Feb-09	43.26	3105	243
220	27-Feb-09	43.26	3105	243
221	6-Mar-09	46.54	3197.5	243
222	13-Mar-09	46.54	3197.5	243

The **GREEN** Columns are filled in by FRANCE

The **RED** ones by SEB ASIA

#### **NOTA:**

**NO MORE TAB** can be added in the file otherwise the Upload in the system will NOT work.

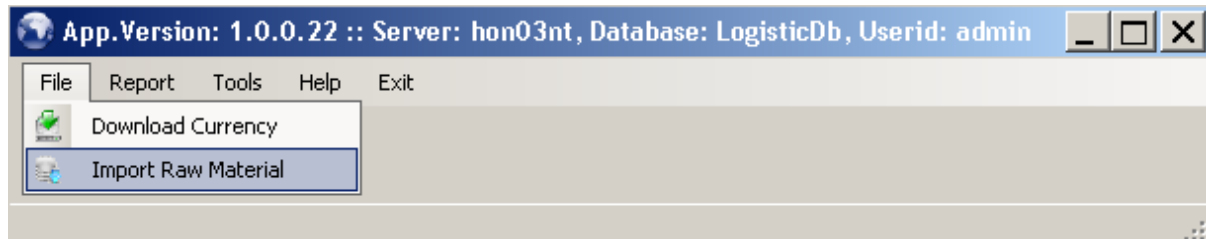
**A new column (Raw Material) can be added** in the file.

***Just make sure to name the column as the other ones (First Raw of the column)***

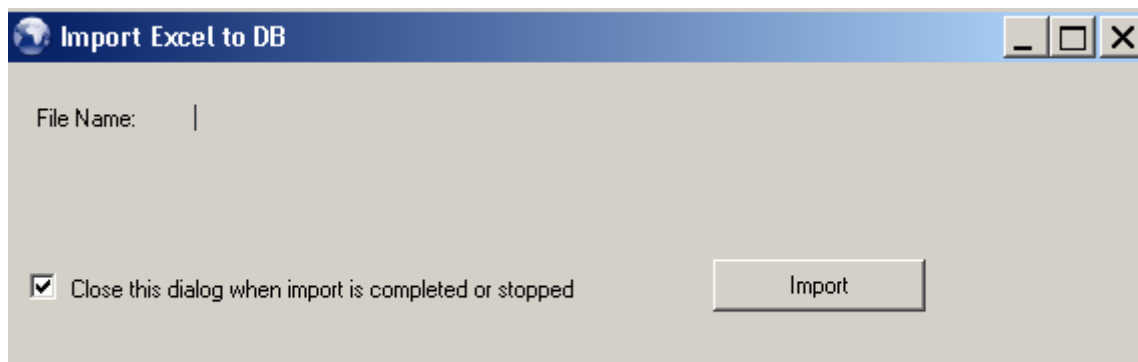
## 5.1.2 – Upload the filled in Template

**Import of the raw material figures can be done at any time.**

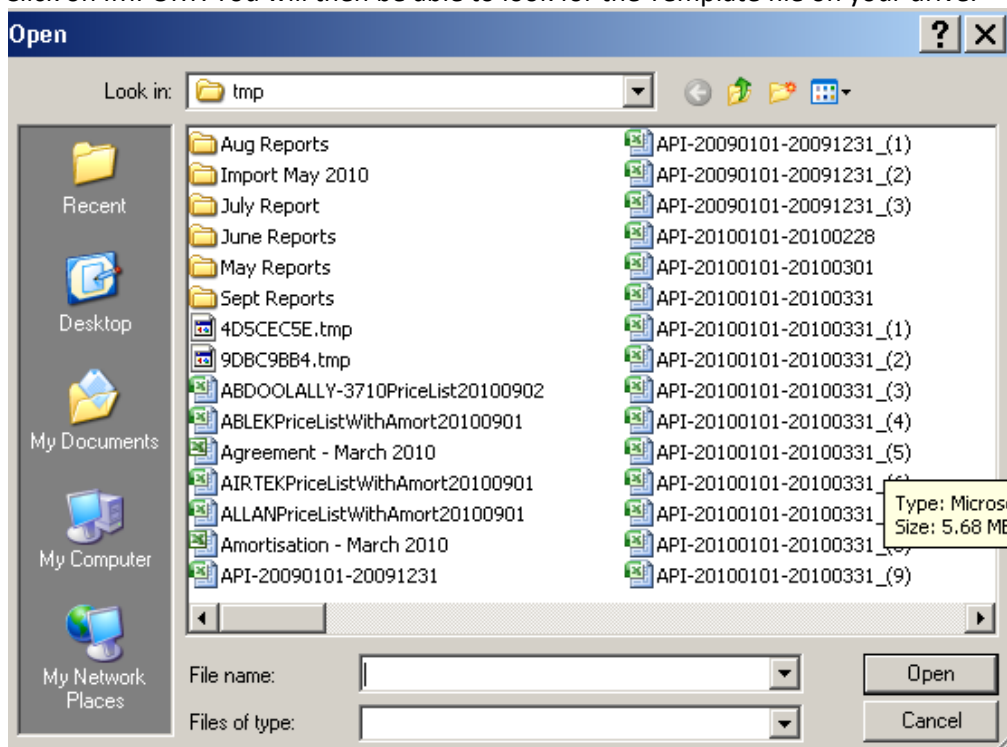
Select Import Raw Material from the FILE Menu:



The following screen appears:



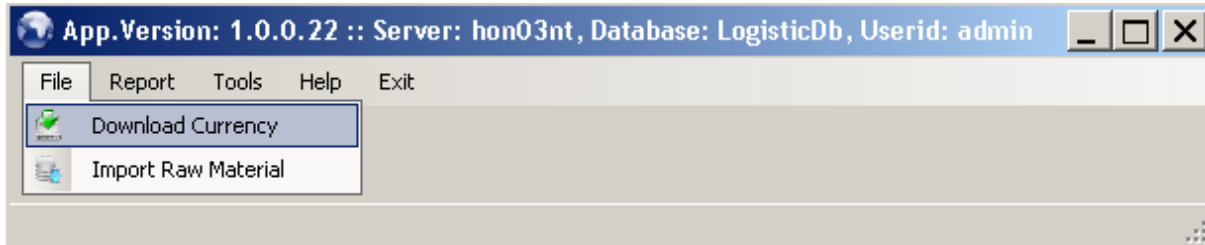
Click on IMPORT. You will then be able to look for the Template file on your drive:



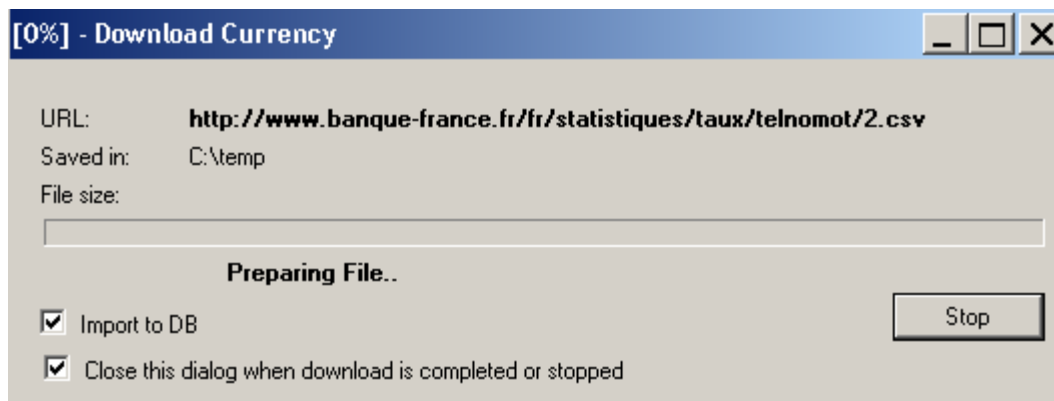
Select the correct file from your drive and wait till the upload is complete.

## 5.2 – Upload the Currency Figures

Select Download Currency from the FILE Menu:



The following screen appears:



**There is NOTHING ELSE TO DO.** The system directly goes to the **BANQUE DE FRANCE Website** to get the data. Just wait until the pop up window disappears. It then means that the currencies have been uploaded.

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