



Slide 1

Slide notes: A new Purchase Request for a Direct Item can be performed from the Requisition menu.



Slide 2
Slide notes:



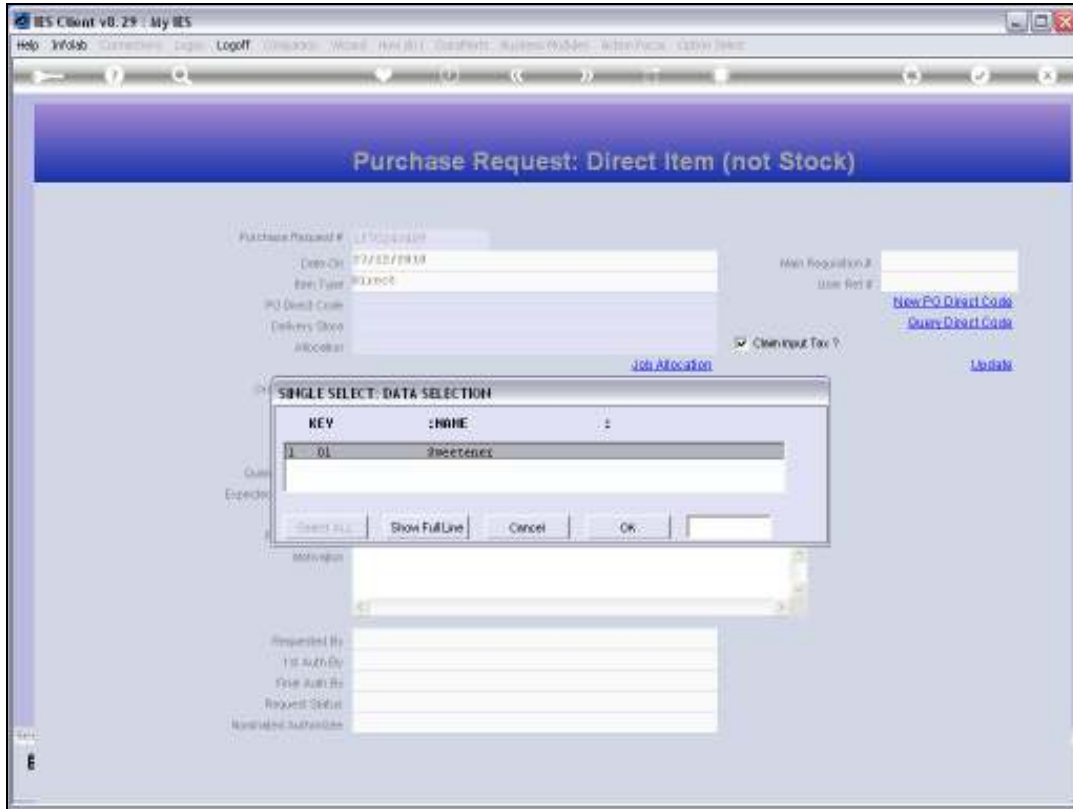
Slide 3
Slide notes:

IES Client v8.29 : My IES
Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #
Date On
Est. Type
WJ Direct Code
Delivery Code
Allocation
Item Description
Quantity Requested
Expected Price Per Unit
Unit
Price With Price
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority
Mail Requestor #
User Ref #
[New PO Direct Code](#)
[Query Direct Code](#)
 Clear Input Tax ?
[Job Allocation](#)
[Update](#)

Slide 4
Slide notes:



Slide 5

Slide notes: As we enter the Purchase Request screen for Direct Items, the system immediately offers a list of existing Direct Codes, if there are any. In this case, we have only 1, but as we order more Direct Items, the list will grow.

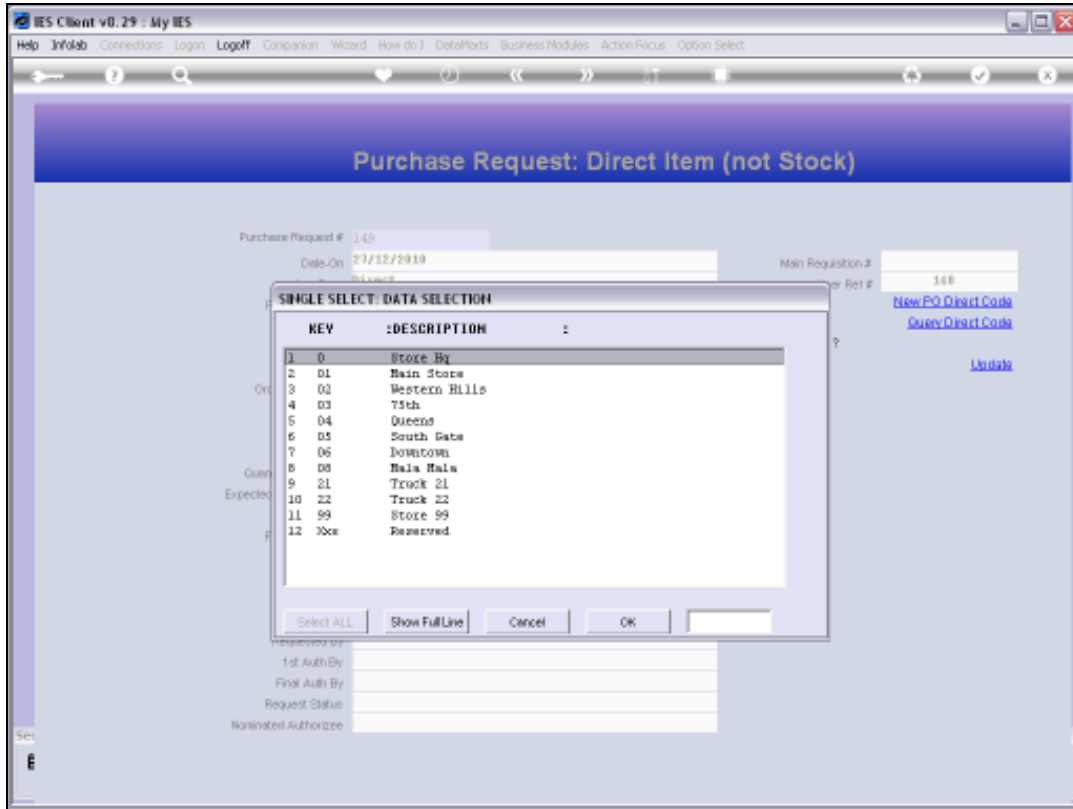
IES Client v8.29 - My IES
Help - Submit - Quit - Functions - Commands

Purchase Request: Direct Item (not Stock)

Purchase Request #
Date On
Item Type
WJ Direct Code
Delivery Stock
Allocation
Mail Requestor #
User Ref #
[New PO Direct Code](#)
[Query Direct Code](#)
 Clear Input Tax? [Job Allocation](#) [Update](#)

Item Description
Quantity Requested
Expected Price Per Unit
Unit
Price With Price
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority

Slide 6
Slide notes:



Slide 7

Slide notes: Even though the Item is not for Stock, we still select a Store for Delivery purposes.

IES Client v8.29 - My IES
Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #	110	Mail Requestor #	
Date Crd	07/12/2010	User Ref #	100
Item Code	901000	New PO Direct Code	
WJ Descr Code	01 Sweetener	Query Direct Code	
Delivery Stock	01	<input checked="" type="checkbox"/> Clearout Tax ?	
Allocatn		Job Allocation	Update

Order Description: Sweetener, 500g, Swivel Tube

Quantity Requested	1.00
Expected Price Per Unit	0.00
Unit	0.00
Final Unit Price	0.00
Motivation	

Requested By: 010

1st Auth By	
2nd Auth By	
Request Status	
Requested Authority	

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Slide notes:

IES Client v8.29 : My IES
Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request # 110
Date On 07/12/2010
Item Code 01 Sweetener
W3 Dept Code 01 Main Store
Delivery Stock
Allocation
Item Description Sweetener, 500g, Swivel Tube
Quantity Requested 1.00
Expected Price Per Unit 0.00
Unit
Price With Price 0.00
Material
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Submitter

Mail Requestor #
User Ref #
[New PG Dept Code](#)
[Query Dept Code](#)
 Cleanup Tax ?
[Job Allocation](#)
[Material](#)

Slide 9

Slide notes: In the case of Direct Items, we need to provide an Allocation, i.e. a GL Cost Account where the cost will be charged. Depending on Company procedures, the User will already select the correct allocation, or else a general suspense type allocation Account will be provided for Users to use initially, because the allocation can still be changed later. It is of course much better if the User can already indicate the correct Charge Allocation.

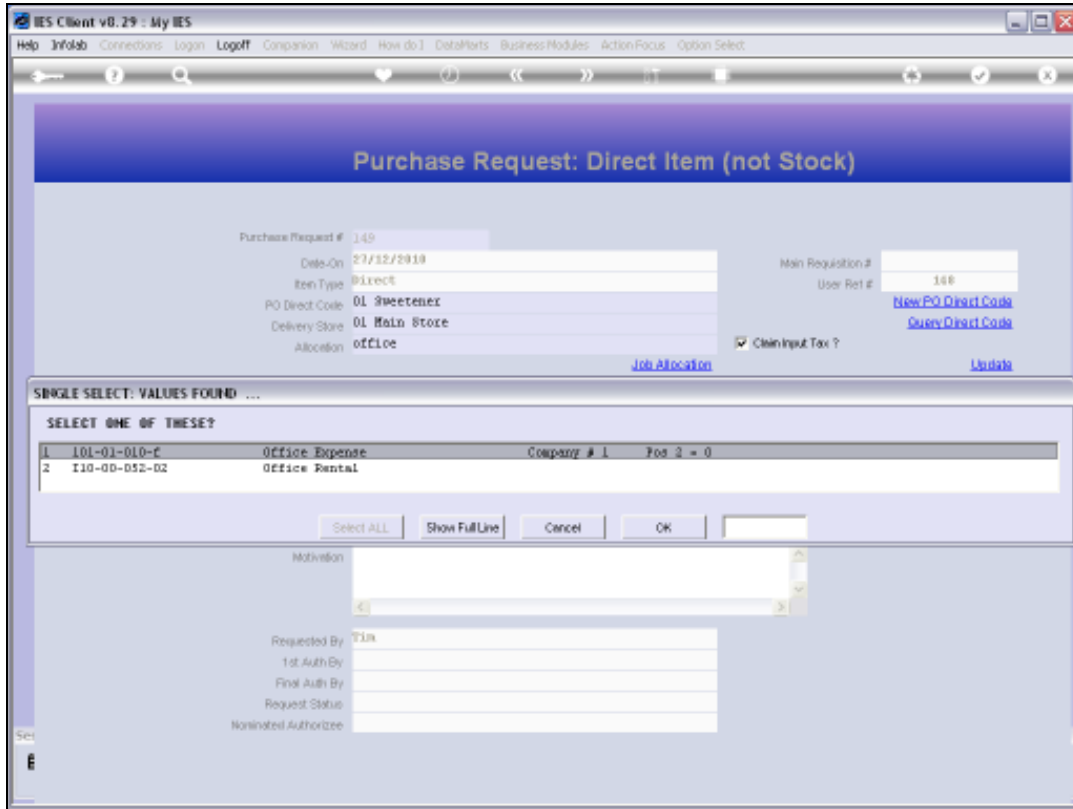
The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The main content area displays a form titled "Purchase Request: Direct Item (not Stock)". The form contains the following fields and values:

- Purchase Request #: 110
- Date: 07/12/2010
- Item Name: Sweetener
- Quantity: 500
- Price: 0.00
- Requester: [Name]

Additional information and links are visible on the right side of the form:

- Mail Request to: [Email]
- Use Ref #: 100
- Links: [New PO Direct Code](#), [Query Direct Code](#), [Job Allocation](#), [Update](#)
- Checkbox: Cleanout Tax ?

Slide 10
Slide notes:



Slide 11

Slide notes: In this case, we will charge the cost to the Office Expense Account.

IES Client v8.29 - My IES

Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #

Date Chg Mail Requested?

Item Code Item Ref #

WJ Dept Code [New PG Dept Code](#)

Delivery Stock [Query Dept Code](#)

Allocated Check out Tax? [Job Allocation](#) [Update](#)

Order Description

Quantity Requested

Expected Price Per Unit

Unit

Final Unit Price

Motivation

Requested By

1st Auth By

2nd Auth By

Request Status

Requested Authority

Slide 12

Slide notes: The Order Description usually does not require any change, but change is allowed.

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The page content is a form titled "Purchase Request: Direct Item (not Stock)". The form fields are as follows:

Purchase Request #	110
Date On	07/13/2010
Date Paid	03/20/10
WJ Dept Code	01 Sweetener
Delivery Stock Allocation	01 Main Store 10101010F
Item Description	Sweetener, 500g, 30ml Tube
Quantity Requested	1.00
Expected Price Per Unit	0.00
Final Unit Price	0.00
Requested By	110
1st Auth By	
2nd Auth By	
Request Status	
Requested Authority	

Additional form elements include a "Mail Requestor" field with value "110", a "User Ref #", a "Clear Input Tax?" checkbox, and two blue links: "Job Allocation" and "Update".

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Slide notes: Next, we select the quantity that is being requested.

The screenshot shows a web browser window titled "IES Client v8.29 : My IES". The main content area displays a form titled "Purchase Request: Direct Item (not Stock)". The form includes the following fields and values:

- Purchase Request #: 110
- Date: 07/22/2010
- Item Name: SWEETENER
- Quantity: 1
- Expected Price Per Unit: 0.00
- Item Code: 01 Sweetener
- Delivery Stock: 01 Main Store
- Requested By: 110
- Item Allocation: Job Allocation
- Unit Price: 0.00
- Request Status: Request Status
- Requested Authority: Requested Authority

Additional fields on the right side include:

- Mail Requestor: 110
- User Ref #: 110
- Clearout Tax? (checked)
- Links: [New PO Direct Code](#), [Query Direct Code](#), [Update](#)

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Slide notes: And the expected Price. If the User has not even a vague idea, which is improbable, then at least some Amount must still be indicated.

IES Client v8.29 - My IES

Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request # 1107

Date On 07/22/2010

Item Code 01 Sweetener

Delivery Stock 01 Main Store

Allocation 10101010F

Item Description Sweetener, 500g, Swivel Tube

Quantity Requested 1.00

Expected Price Per Unit .20

Unit Price 0.20

Final Unit Price 0.20

Motivation

Requested By

1st Auth By

2nd Auth By

Request Status

Requested Submitter

Mail Requestor #

User Ref # 100

[New PO Direct Code](#)

[Query Direct Code](#)

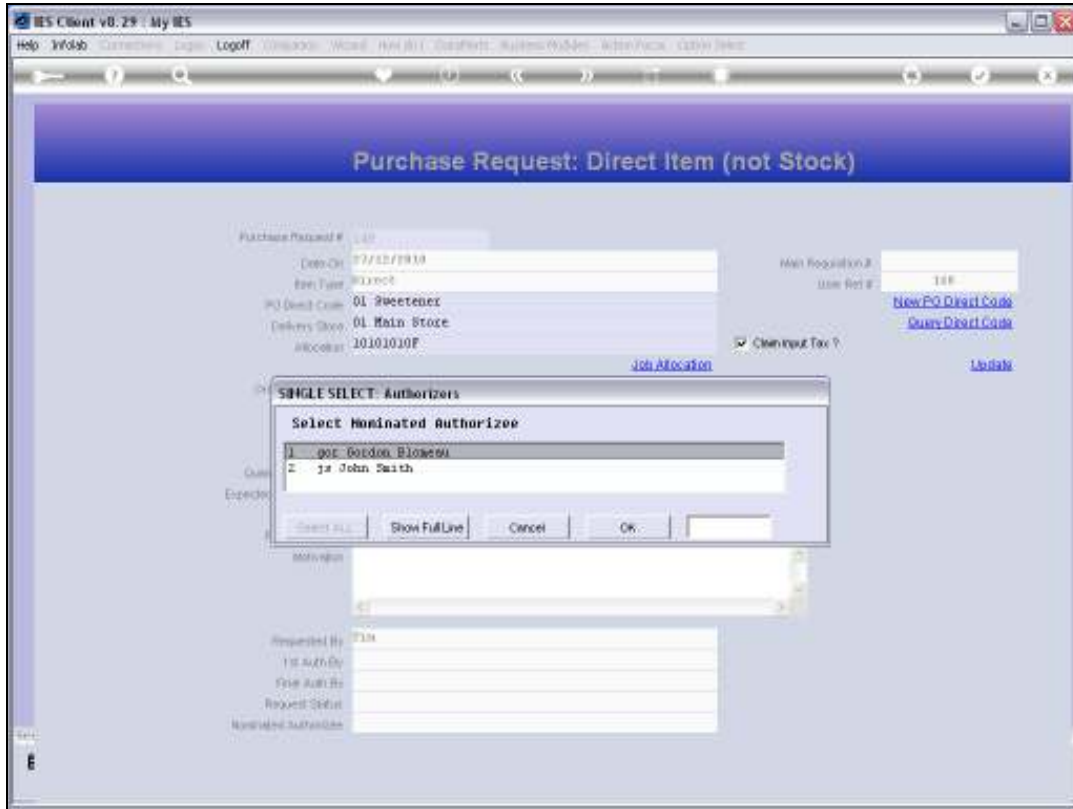
[Job Allocation](#)

[Update](#)

Clear Input Tax ?

Slide 15

Slide notes: For Direct Items, we have to state a reason why this Item is being requested, and it is called the motivation for purchase.



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Slide notes: When the current User does not have sufficient authorization privilege for the cost of the Item, then an Authorizer for the Request is selected.

IES Client v8.29 - My IES
Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #	110	Mail Request #	
Date Crd	07/12/2010	User Ref #	100
Item Name	Sweetener	New PO Direct Code	
W3 Dept Code	01 Sweetener	Query Direct Code	
Delivery Stock Allocation	01 Main Store		
	10101010F	<input checked="" type="checkbox"/> Clear out Tax ?	Update

[Job Allocation](#)

Item Description: Sweetener, 500g, Strivel Tube

Quantity Requested: 1.00

Expected Price Per Unit: .20

Price With Price Motivation: 0.20

Requested By: [Name]

1st Auth By: [Name]

2nd Auth By: [Name]

Request Status: [Status]

Requested Authority: [Authority]

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Slide notes:

IES Client v8.29 - My IES

Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #

Date Chg Mail Requested?

Item Code Item Ref #

WJ Dept Code [New PG Dept Code](#)

Delivery Stock [Query Dept Code](#)

Allocat Cleanout Tax? [Update](#)

[Job Allocation](#)

Order Description

Quantity Requested

Expected Price Per Unit

Unit

Final Auth Price

Motivation

Requested By

1st Auth By

2nd Auth By

Request Status

Requested Authorization

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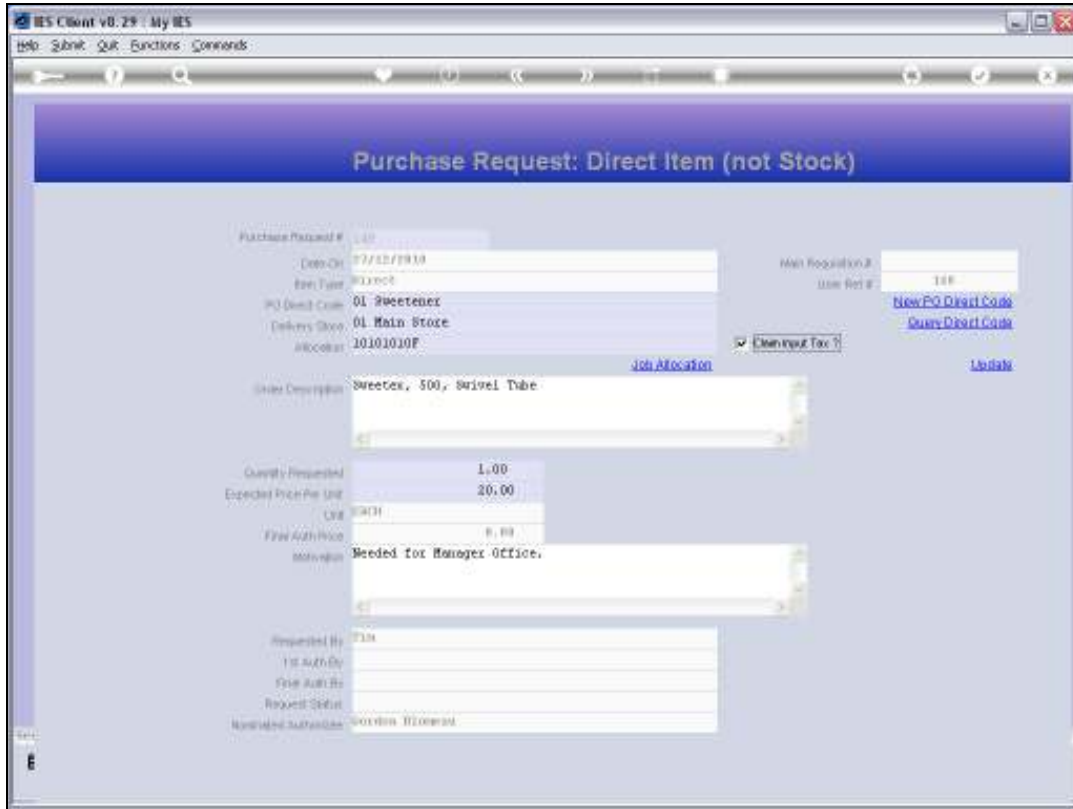
Slide notes: When an Authorizer is selected, then no initial authorization is indicated, as the Purchase Request will first move into the authorization queue of the selected Authorizer.

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The main content area displays a "Purchase Request: Direct Item (not Stock)" form. The form is organized into several sections:

- Header:** "Purchase Request: Direct Item (not Stock)" in a blue banner.
- Form Fields:**
 - Purchase Request #: 110
 - Date: 07/22/2010
 - Item Code: 01 Sweetener
 - Quantity: 1.00
 - Expected Price Per Unit: 20.00
 - Price With Price Adjustment: 8.00
 - Requested By: JLN
 - 1st Auth By: [Empty]
 - 2nd Auth By: [Empty]
 - Request Status: [Empty]
 - Requested Submitter: Gordon, HILBERT
- Additional Information:**
 - Mail Requestor #: 100
 - User Ref #: 100
 - Job Allocation: [Link]
 - Unit: [Link]
 - Claim Input Tax?: (checked)
 - Buttons: [New PO Direct Code](#), [Query Direct Code](#)
- Item Description:** "Sweetener, 500g, Swivel Tube"
- Material:** "Needed for Manager Office."

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Slide notes: By default, the system expects that we may claim input tax when ordering the Item, but if not, the box should be unchecked.



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Slide notes: When we choose 'update', the Item moves to the Authorizer.

IES Client v8.29 - My IES

Info Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #	110	Mail Requestor #	
Date Crd	07/12/2010	User Ref #	100
Item Code	901000	New PO Direct Code	
W3 Dept Code	01 Sweetener	Query Direct Code	
Delivery Stock	01 Main Store		
Allocat	10101010F	<input checked="" type="checkbox"/> Cleanout Tax ?	<input type="button" value="Update"/>

[Job Allocation](#)

Order Description: Sweetens, 500, Swivel Tube

Quantity Requested	1.00
Expected Price Per Unit	20.00
Unit	EA
Final Unit Price	8.00
Justification	Needed for Manager Office.

Requested By: JJA

1st Auth By: _____

2nd Auth By: _____

Request Status: _____

Requested Submitter: Gordon, Raymond

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Slide notes:

IES Client v8.29 - My IES

Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #	110	Mail Request #	
Date On	07/12/2010	User Ref #	100
Item Name	Sweetener	New PG Direct Code	Query Direct Code
W3 Dept Code	01 Sweetener		
Delivery Stock Allocation	01 Main Store	<input checked="" type="checkbox"/> Cleanout Tax ?	Update
	10101010F	Job Allocation	

Item Description: Sweetener, 500, Swivel Tube

Quantity Requested	1.00
Expected Price Per Unit	20.00
Unit	UNIT
Free Ash Price Motivation	Needed for Manager Office.

Requested By: JJA

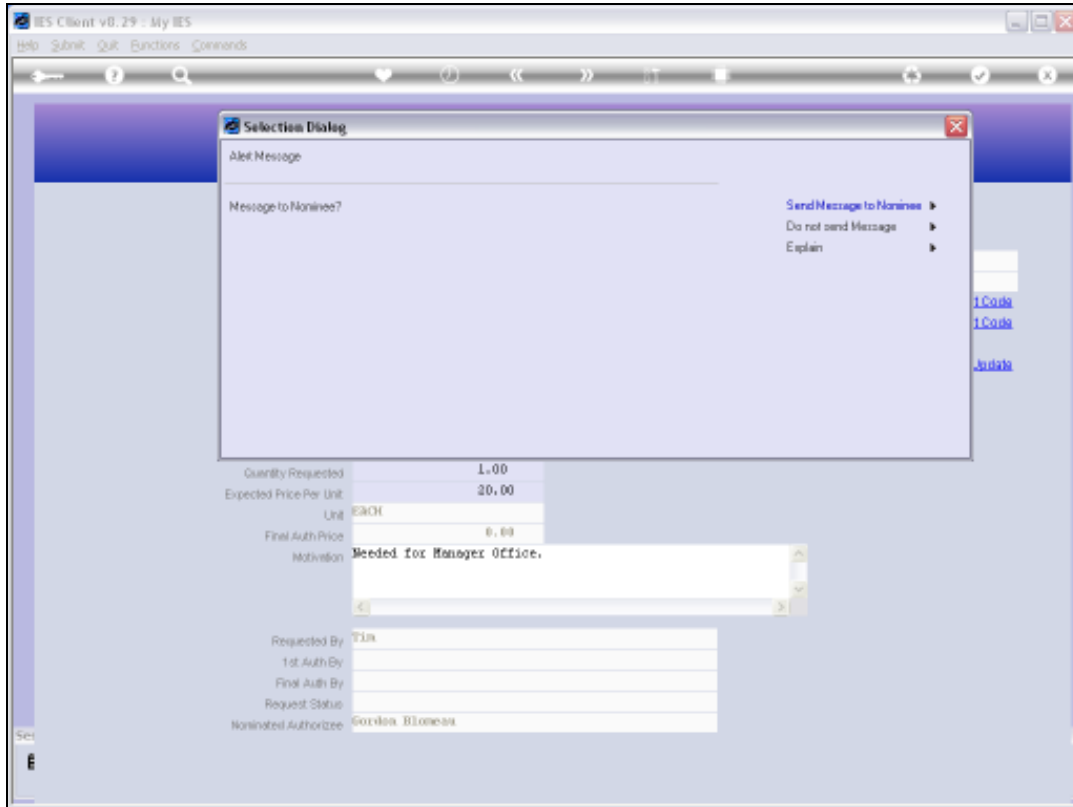
1st Auth By: _____

2nd Auth By: _____

Request Status: _____

Requested Submitter: Gordon Henson

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Slide notes:



Slide 23

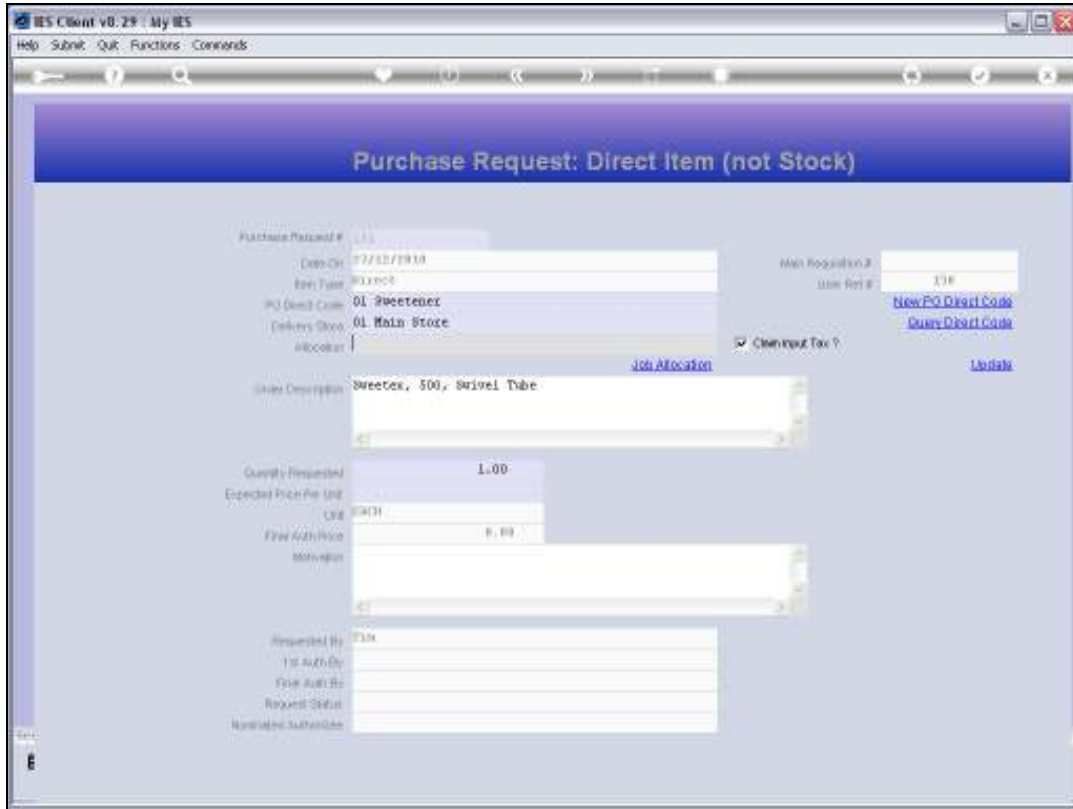
Slide notes: Optionally, a message may be sent to the Authorizer to alert him or her of the new Purchase Request which is not yet authorized.



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Slide notes:

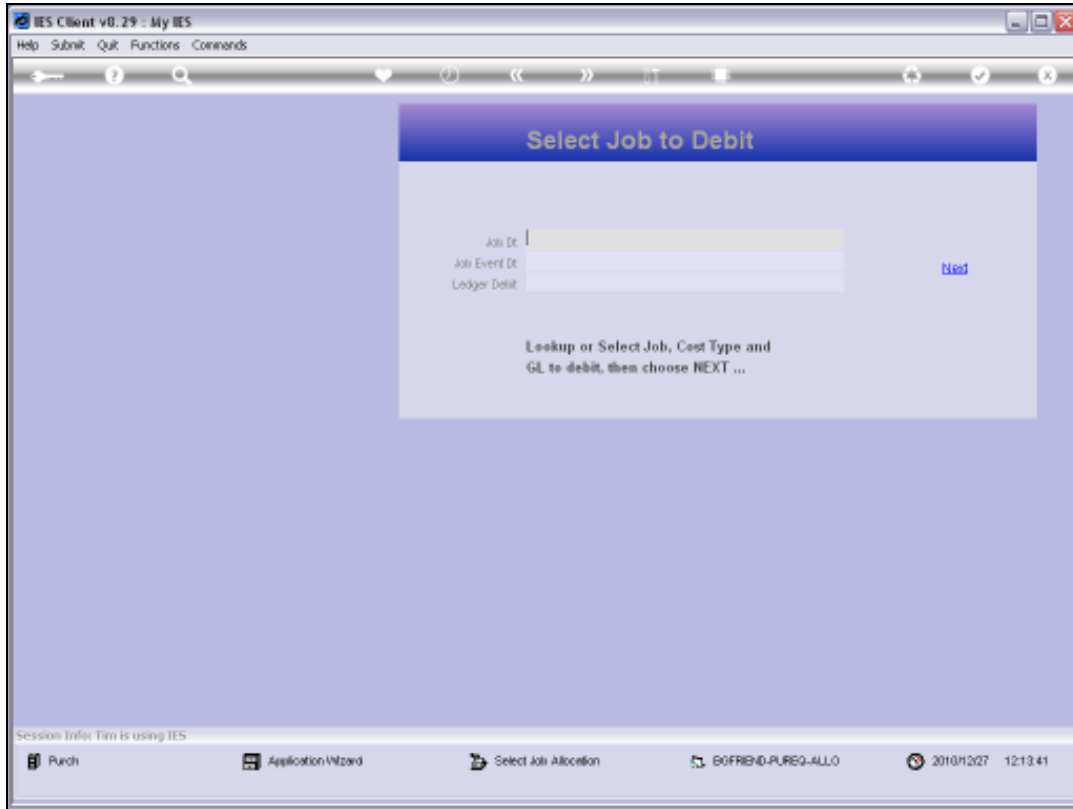


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Slide notes:



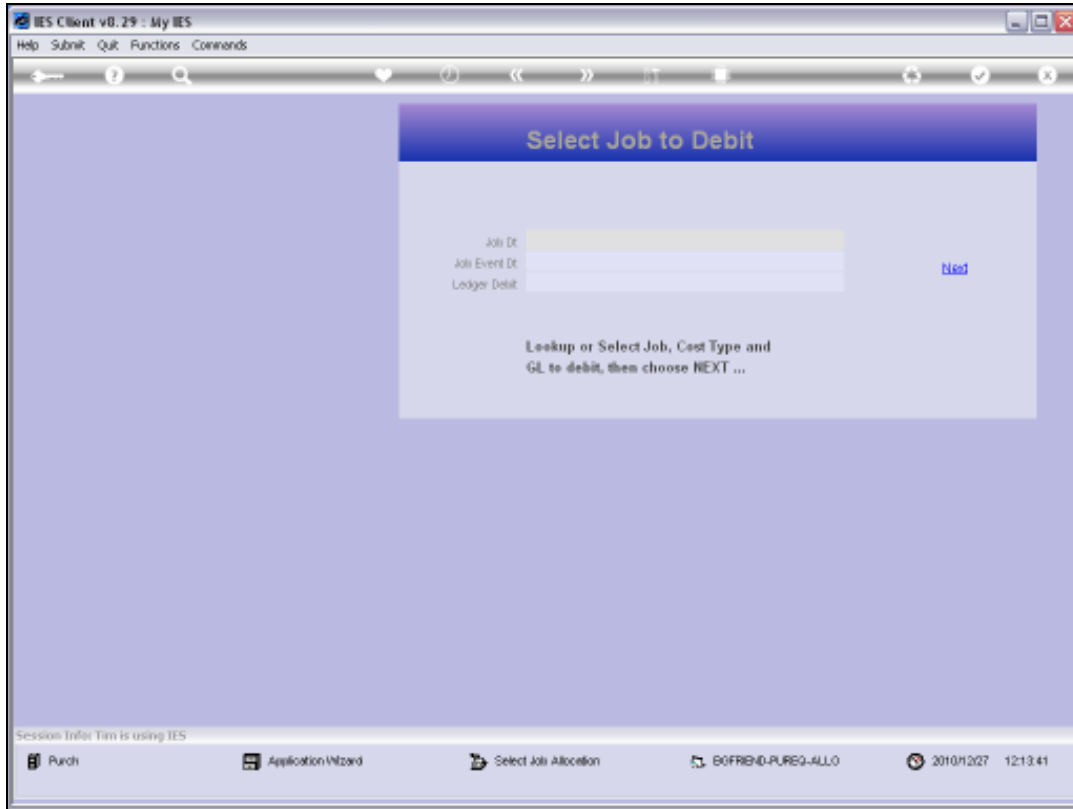
Slide 26

Slide notes: Next, we look at another example, and this time we will choose to charge the costs to a Job.



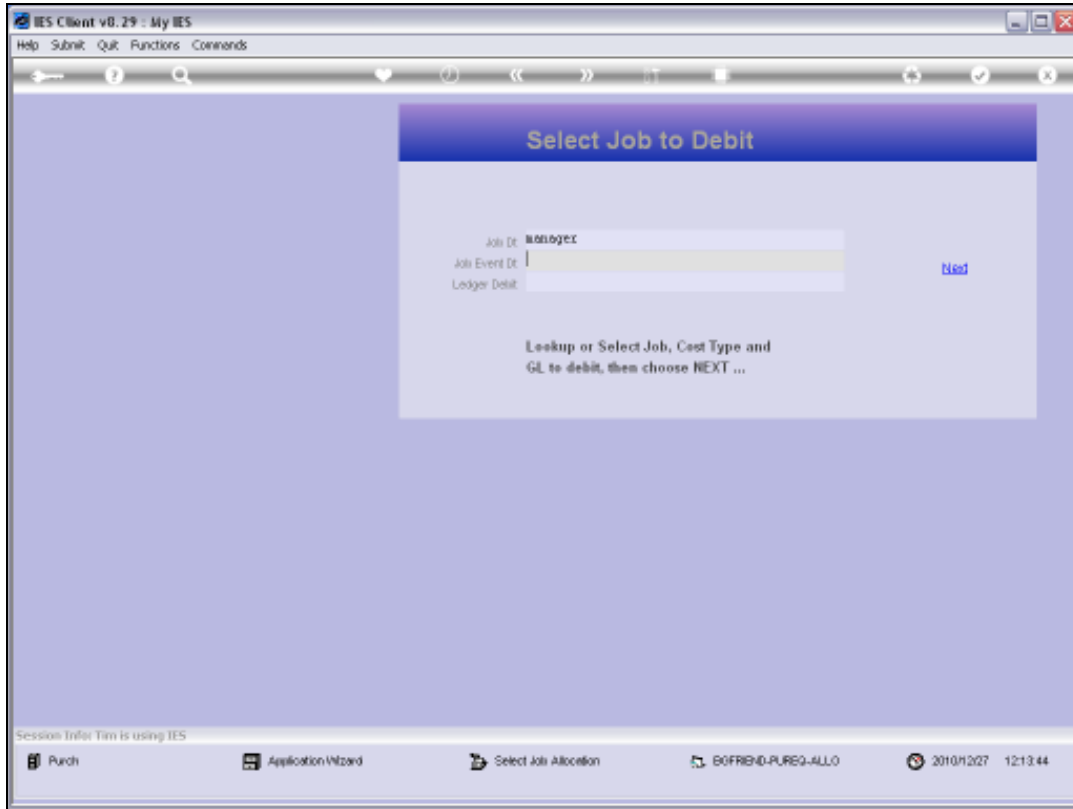
Slide 27

Slide notes:



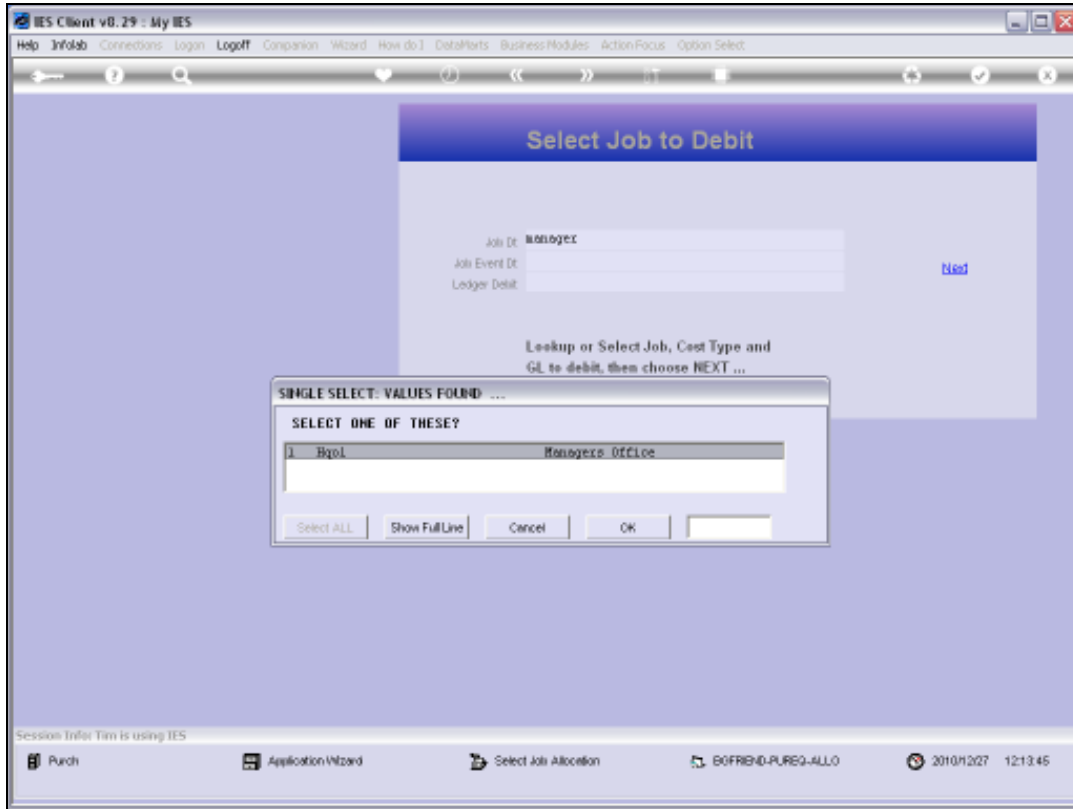
Slide 28

Slide notes:

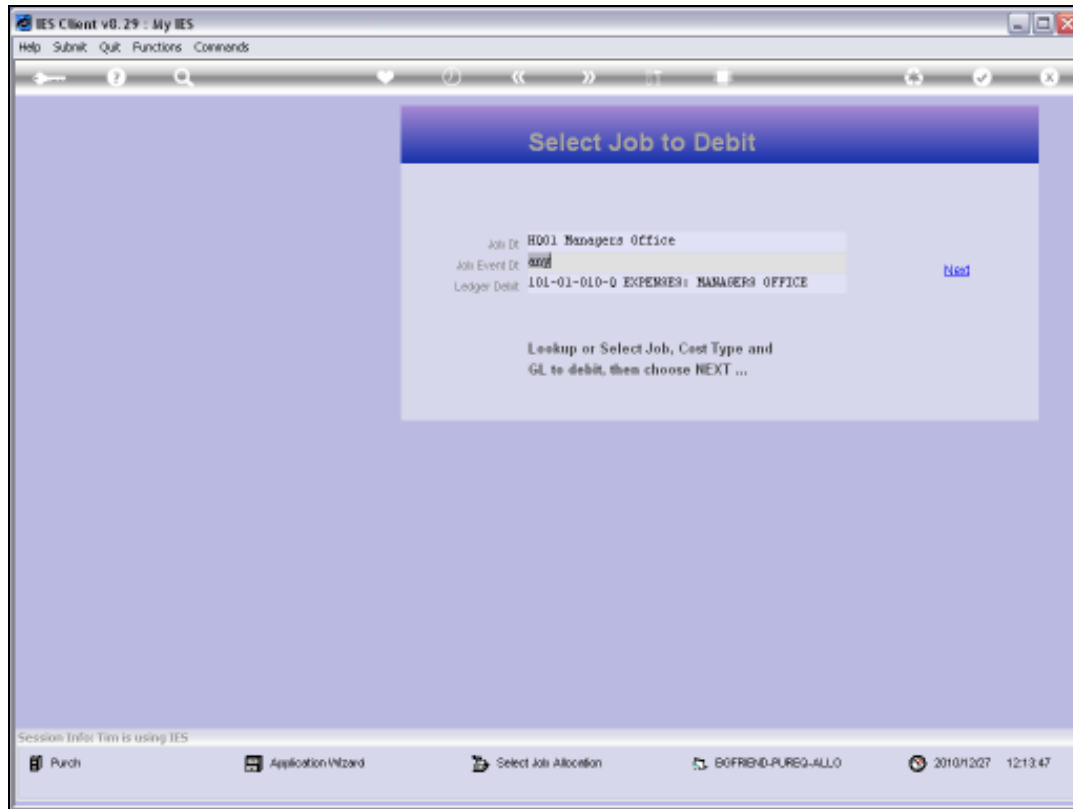


Slide 29

Slide notes:



Slide 30
Slide notes:



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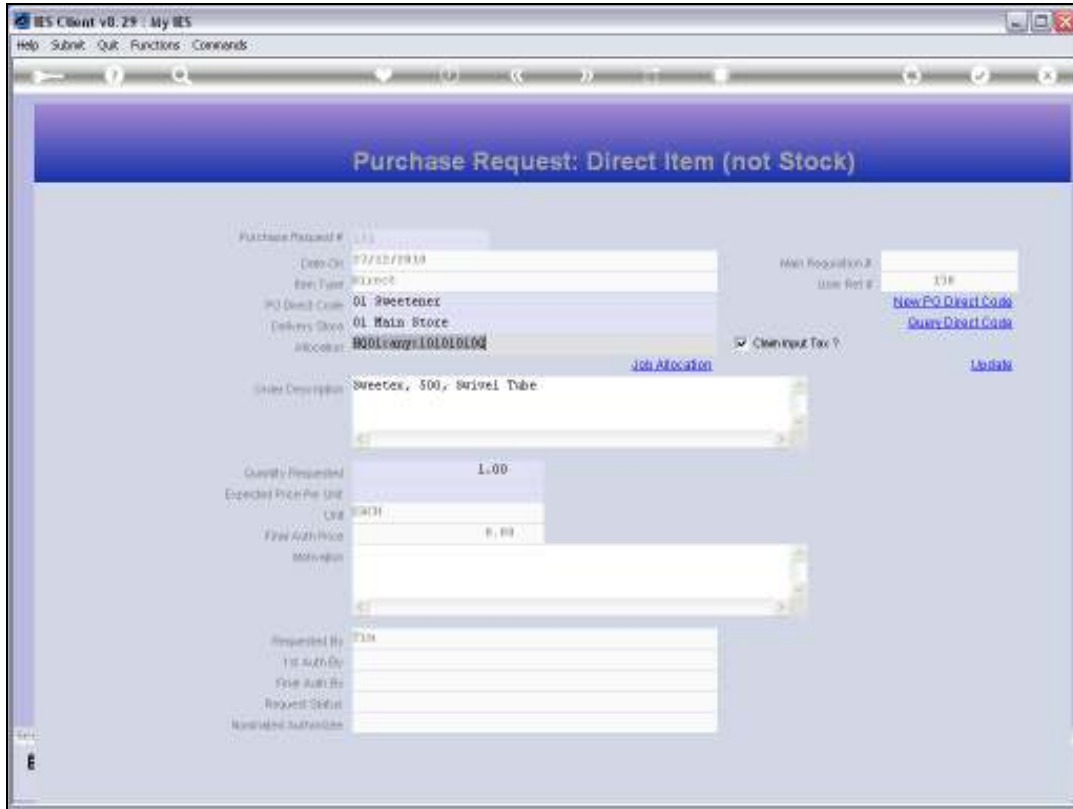
Slide notes: We select the Job Code, and depending on the Job set up, we may still have to select the Cost Type and or Charge Account, which in this example is all automatic.

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The main content area has a blue header with the text "Purchase Request: Direct Item (not Stock)". Below the header is a form with the following fields and values:

Purchase Request #	111	Mail Requestor #	
Date Crd	07/12/2010	User Ref #	138
Item Code	01 Sweetener	New PG Direct Code	
W3 Dept Code	01 Main Store	Query Direct Code	
Delivery Stock		<input checked="" type="checkbox"/> Clearout Tax ?	
Allocat	INDIcamp101010100	Job Allocation	Update
Order Description	Sweetener, 500g, Sweetener Tube		
Quantity Requested	1.00		
Expected Price Per Unit	0.00		
Price With Price	0.00		
Motivation			
Requested By	138		
1st Auth By			
2nd Auth By			
Request Status			
Requested Authority			

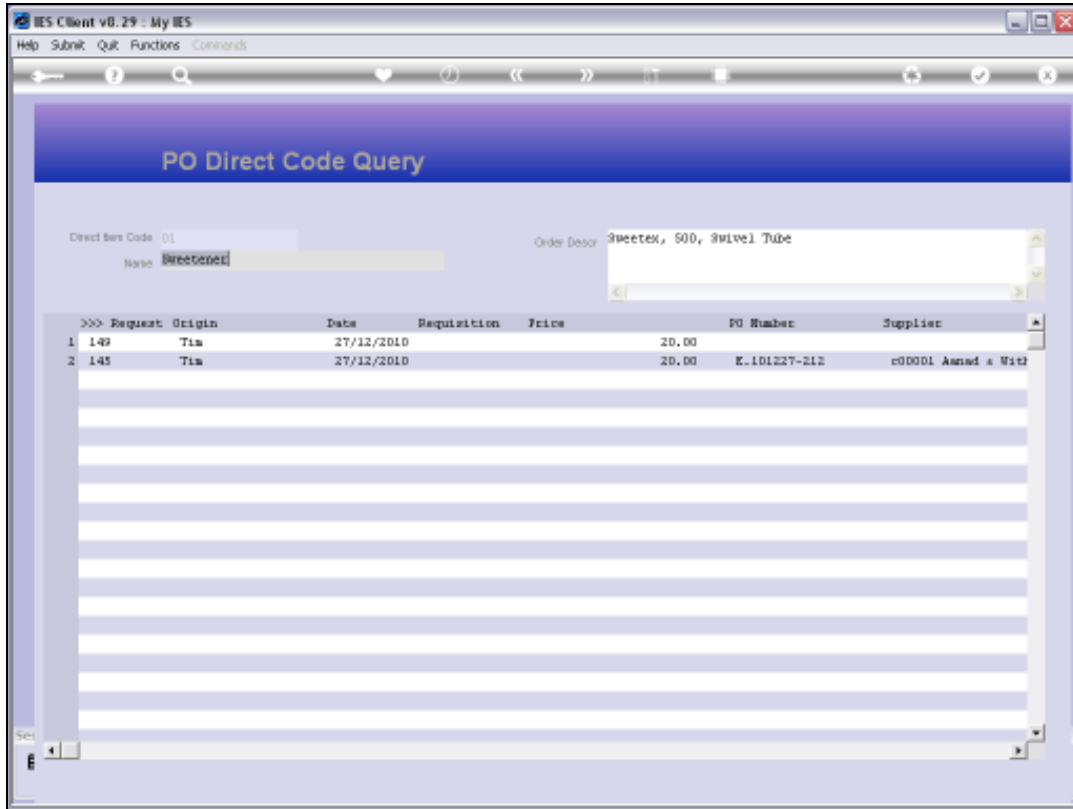
Slide 32

Slide notes:



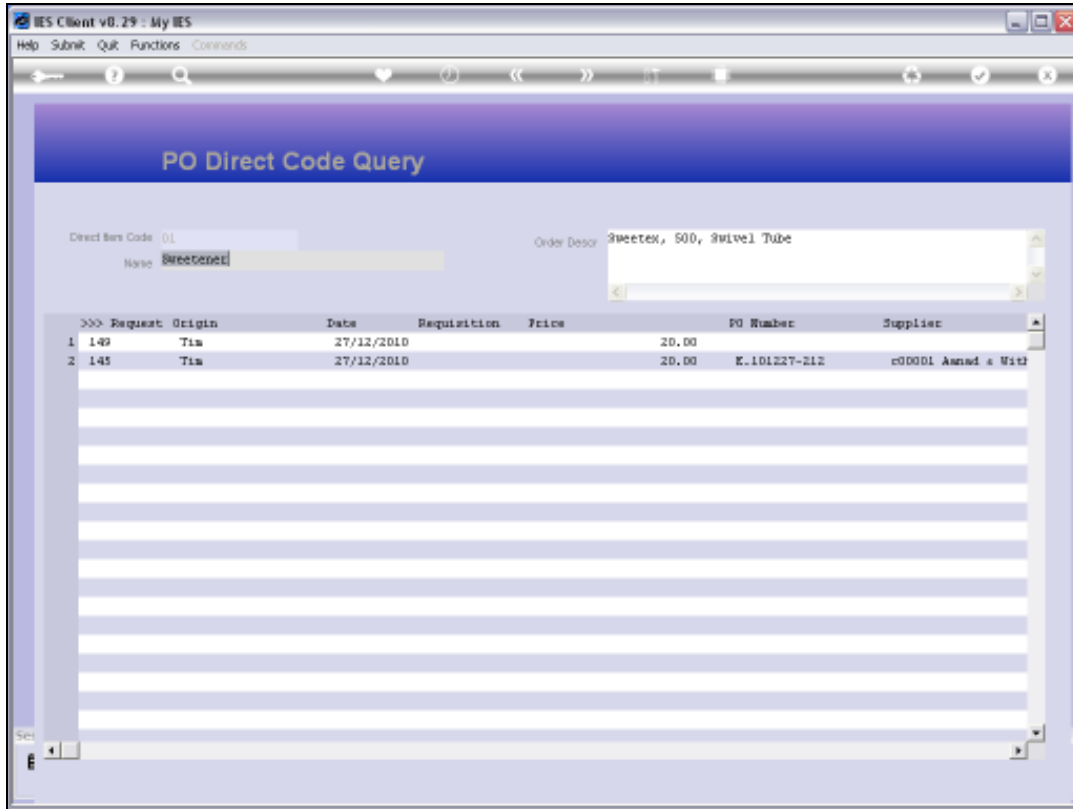
Slide 33

Slide notes: When we have already selected the Direct Item Code, then we can query the Order History for this Item.



Slide 34

Slide notes:



Slide 35

Slide notes: For any line where an Order Number is already indicated, we can drill into an enquiry of that Purchase Order.

The screenshot shows the 'Line Item Status' window in the IES Client v8.29. The window title is 'IES Client v8.29 : My IES'. The menu bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Comments'. The main area is divided into three sections: 'On Order', 'Received', and 'Invoiced'. Each section contains a table with columns for 'Ln Order', 'Code', 'Descr', 'Unit Price', 'Quantity', and 'Actual'. The 'On Order' section shows one line item with a quantity of 20.00 and an actual quantity of 3.00. The 'Received' and 'Invoiced' sections show zero quantities and actuals.

Ln Order	Code	Descr	Unit Price	Quantity	Actual
1	1570237255	n/1 Sweater, 500, Strivel Tube	ea	20.00	3.00

Received	Code	Descr	Unit Price	Quantity	Actual
1				0.00	0.00

Invoiced	Code	Descr	Unit Price	Quantity	Actual
1				0.00	0.00

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Slide notes:

The screenshot shows the 'Line Item Status' window in the IES Client v8.29. The window title is 'IES Client v8.29 : My IES'. The menu bar includes 'Help', 'Submit', 'Quit', 'Functions', and 'Comments'. The toolbar contains navigation icons. The main content area is titled 'Line Item Status: -' and displays three tables: 'On Order', 'Received', and 'Invoiced'. Each table has columns for 'Ln Order', 'Code', 'Descr', 'Unit Price', 'Quantity', and 'Actual'. The 'On Order' table shows one line item with a quantity of 20.00 and an actual quantity of 3.00. The 'Received' and 'Invoiced' tables are currently empty.

Ln Order	Code	Descr	Unit Price	Quantity	Actual
1	1570237255	n/1 Sweater, 500, Strivel Tube	ea	20.00	3.00

Received	Code	Descr	Unit Price	Quantity	Actual
1				0.00	0.00

Invoiced	Code	Descr	Unit Price	Quantity	Actual
1				0.00	0.00

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Slide notes:

IES Client v8.29 / My IES
Help Submit Quit Functions Comments

1 Main 2 Line Status 3 Allocations 4 Stock 5 Direct

PO NUMBER: K 181221-212

Purchase Order Enquiry

STATUS:

Order Number	K 181221-212
Status	order is open
Mode	Standard

DELIVERY:

Supplier Request Ref #	
Supplier Offer Ref #	
Delivery Instr	def Default, no Instruction
1st Est Delv Date	24/01/2011
Latest Est Delv Date	26/01/2011

ORIGINATOR:

Customer	TIR
Originator	TU TIR
Buyer	TU TIR
Authorized By	TIR
Date Authorized	21/12/2010

INDICATORS:

Head Office	Rev 2010 (p 118)
Currency	\$
Tax Type	15 Non-Capital Goods (Tempt) Tar.
Exc Rate %	10.00
Exc Charge Tar	4 No Tax Required

SUPPLIER:

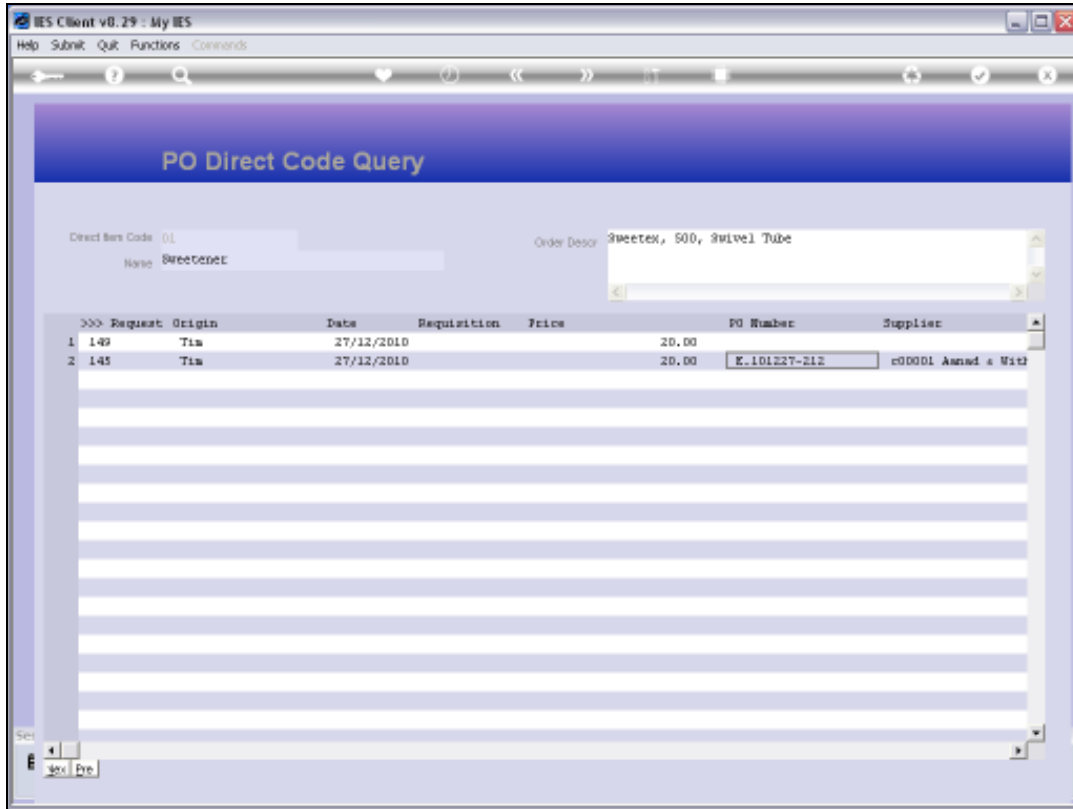
Supplier	00001 Asahi & Mitsumi
For Attention	

NOTES:

REMAINING ORDER TOTALS:

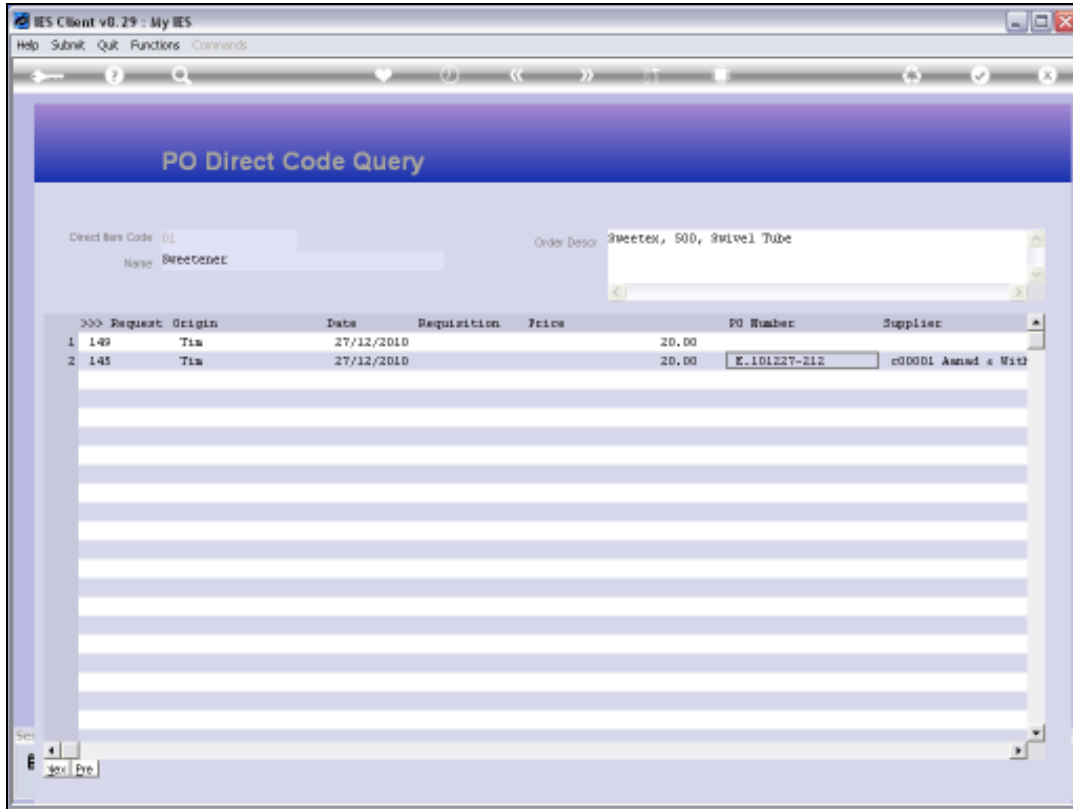
Stock Value	8.00
Total Invoice	48.00
Total Invoice	48.00

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Slide notes:



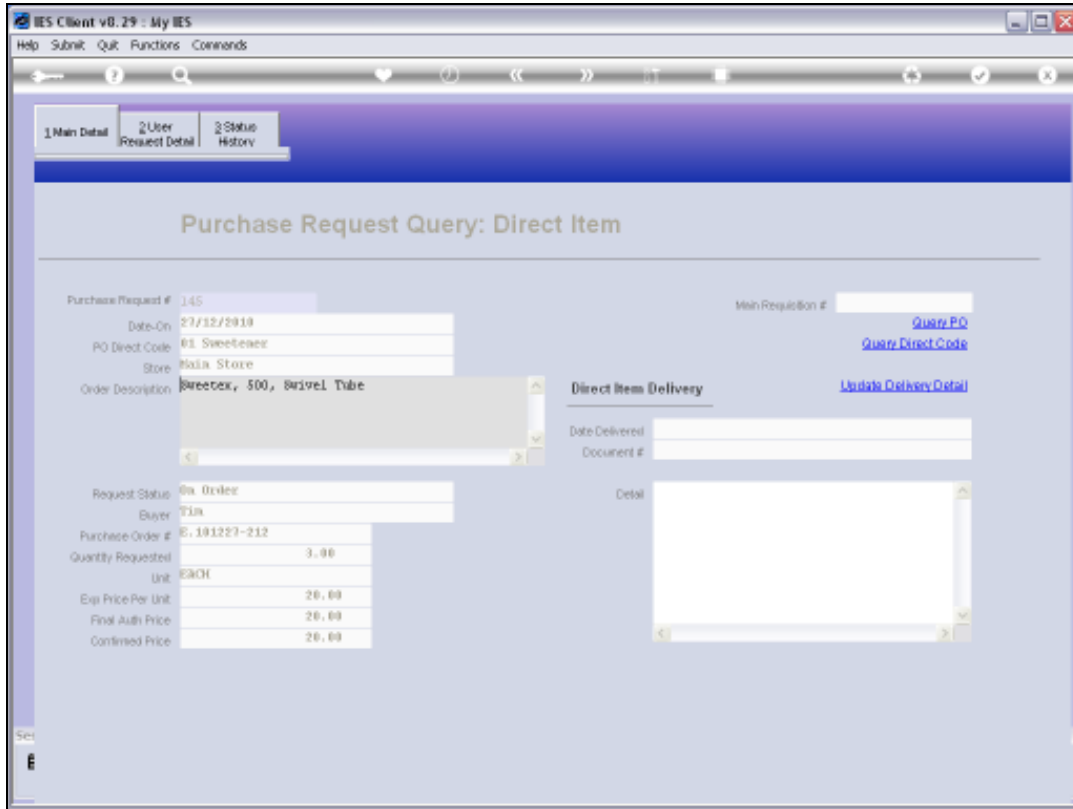
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Slide notes:

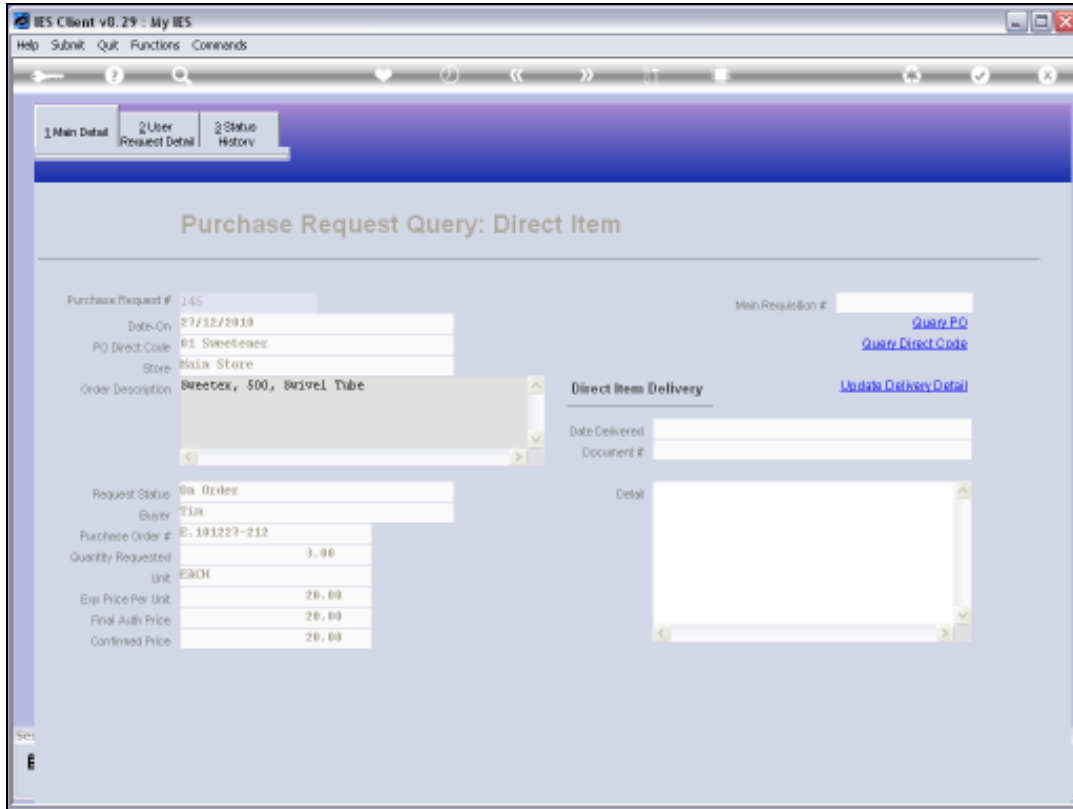


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Slide notes: Or we can drill into the Purchase Request itself.

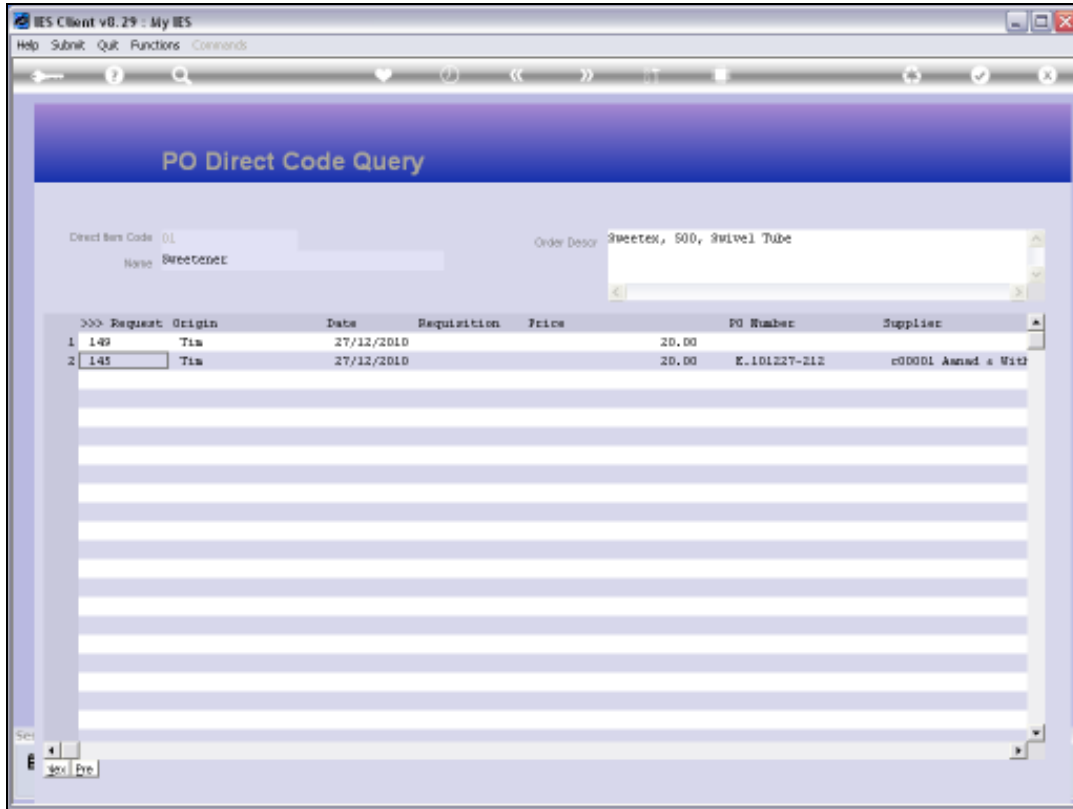


Slide 41
Slide notes:



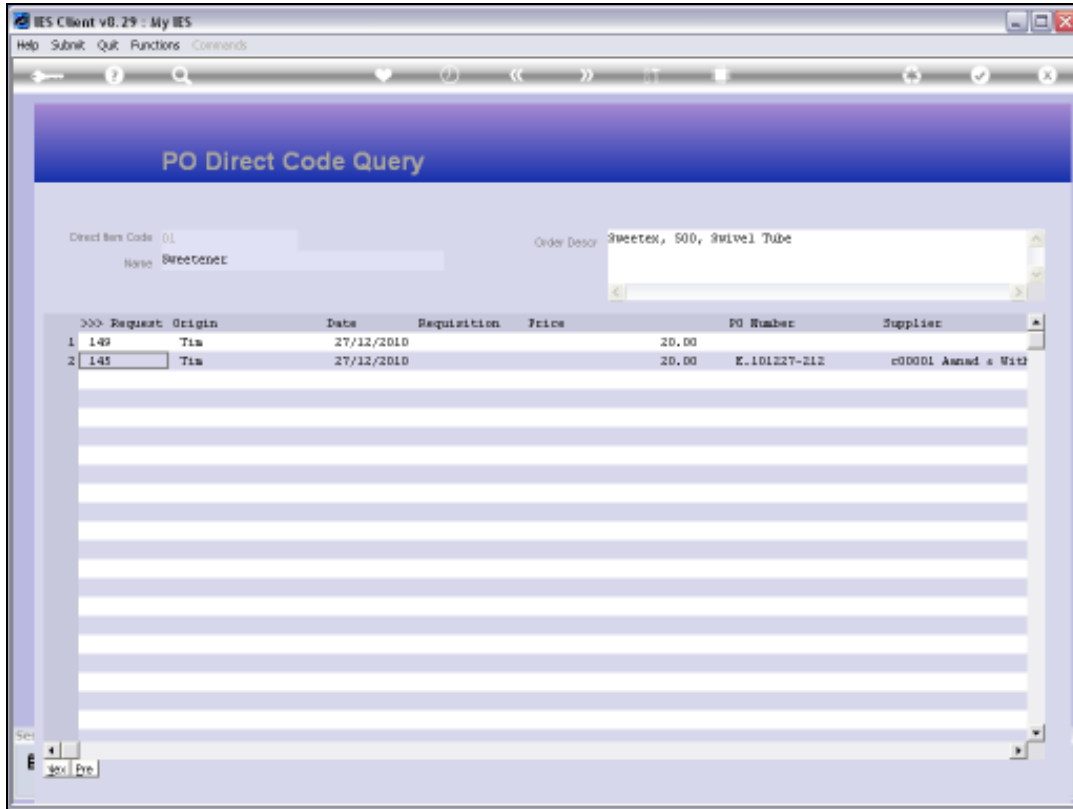
Slide 42

Slide notes:



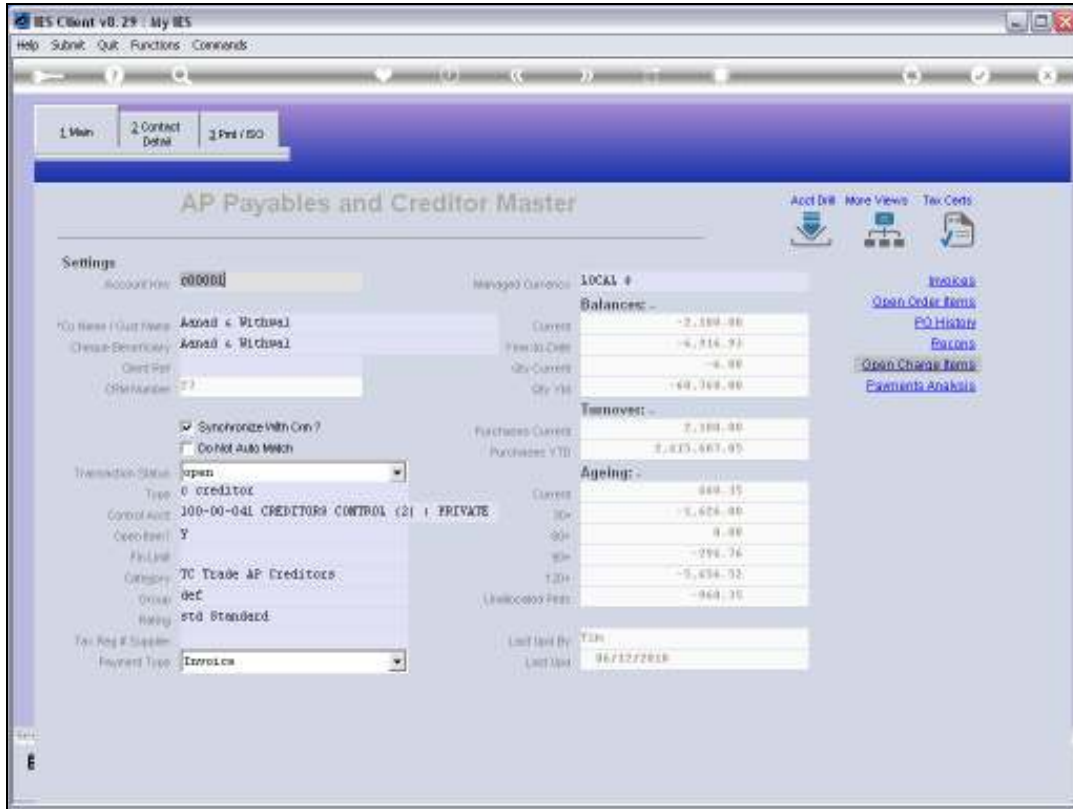
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Slide notes:

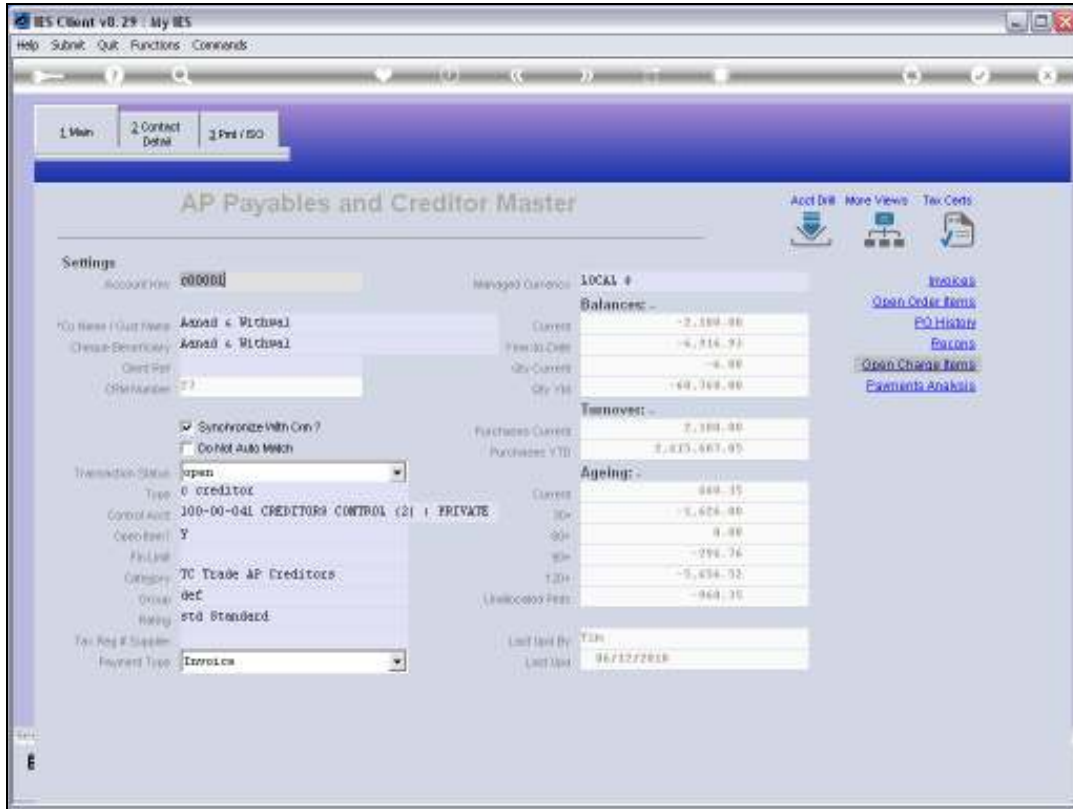


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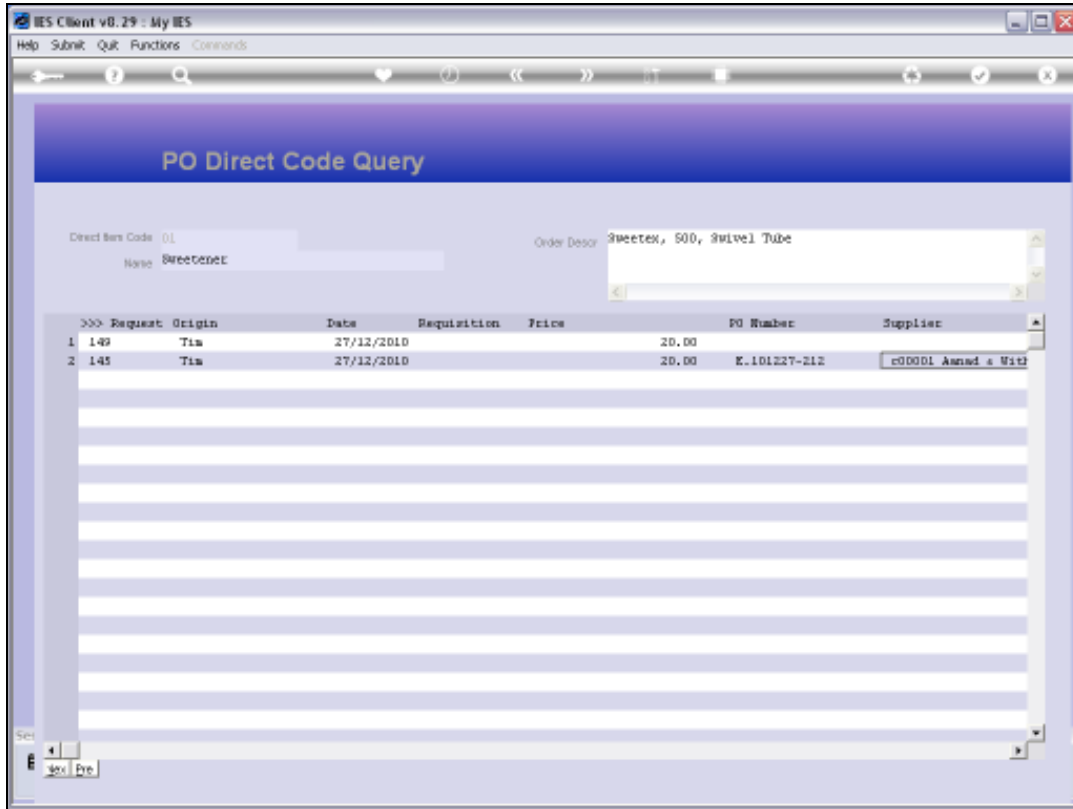
Slide notes: Provided we have access, we can even drill into the Supplier Account for that Purchase Order.



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Slide notes:

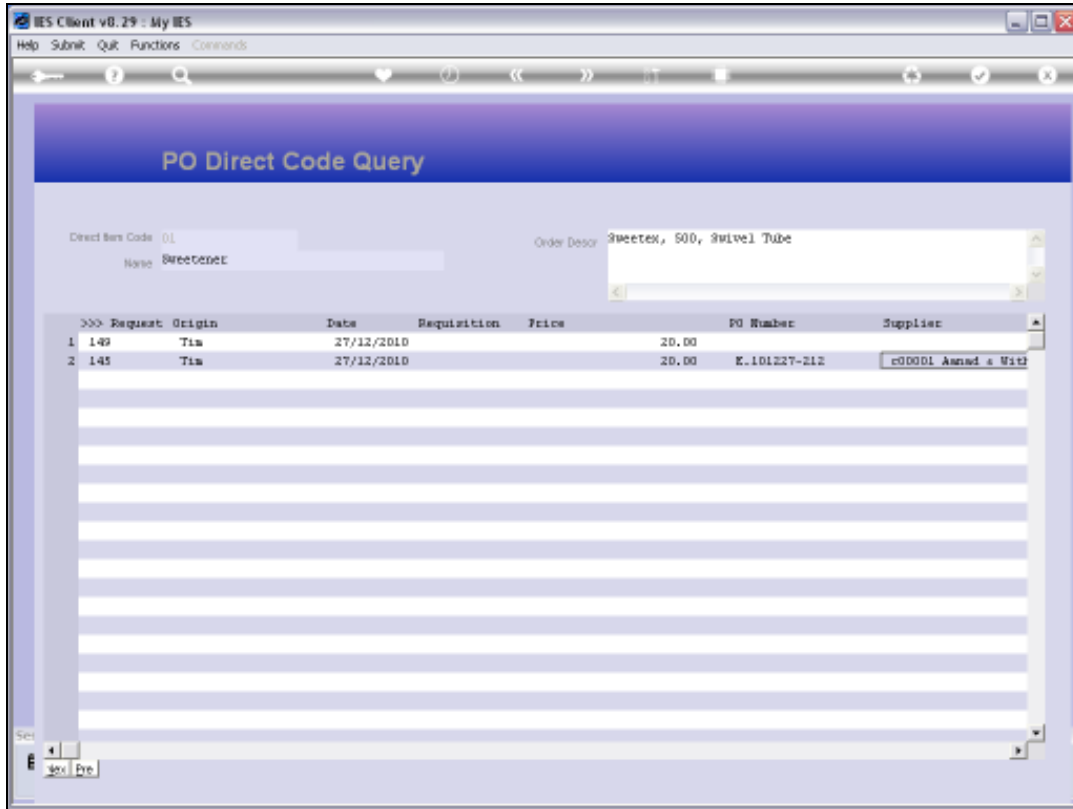


Slide 46
Slide notes:



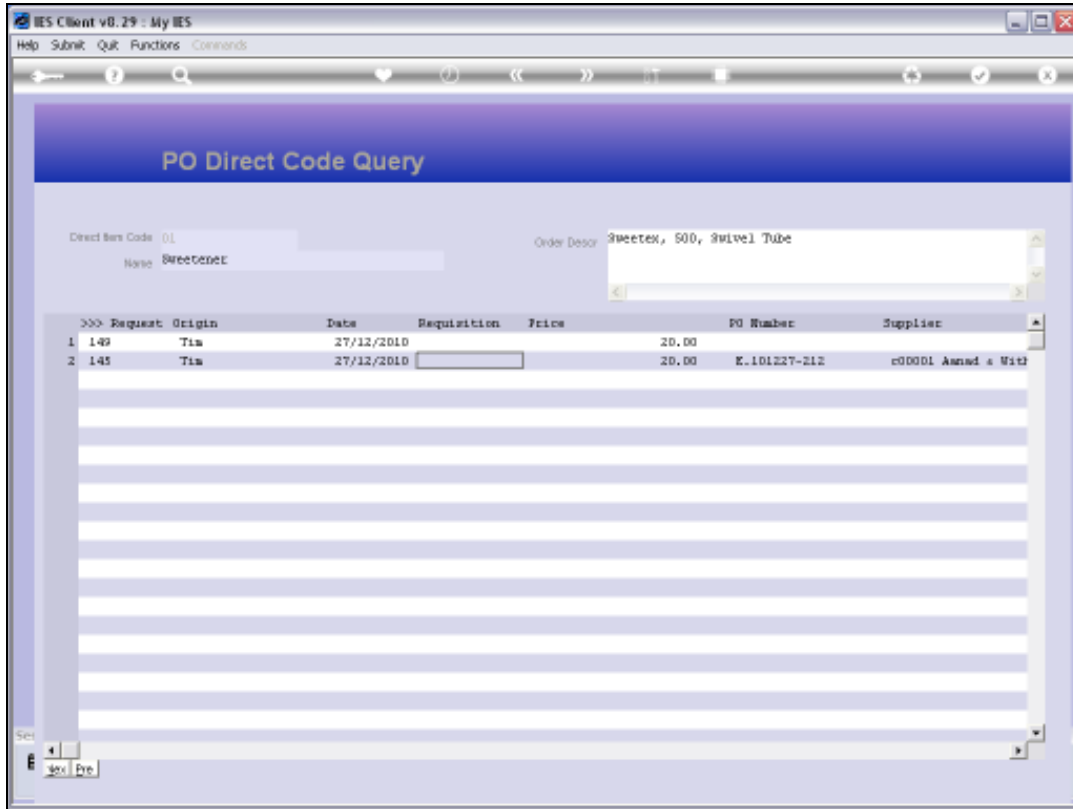
Slide 47

Slide notes:



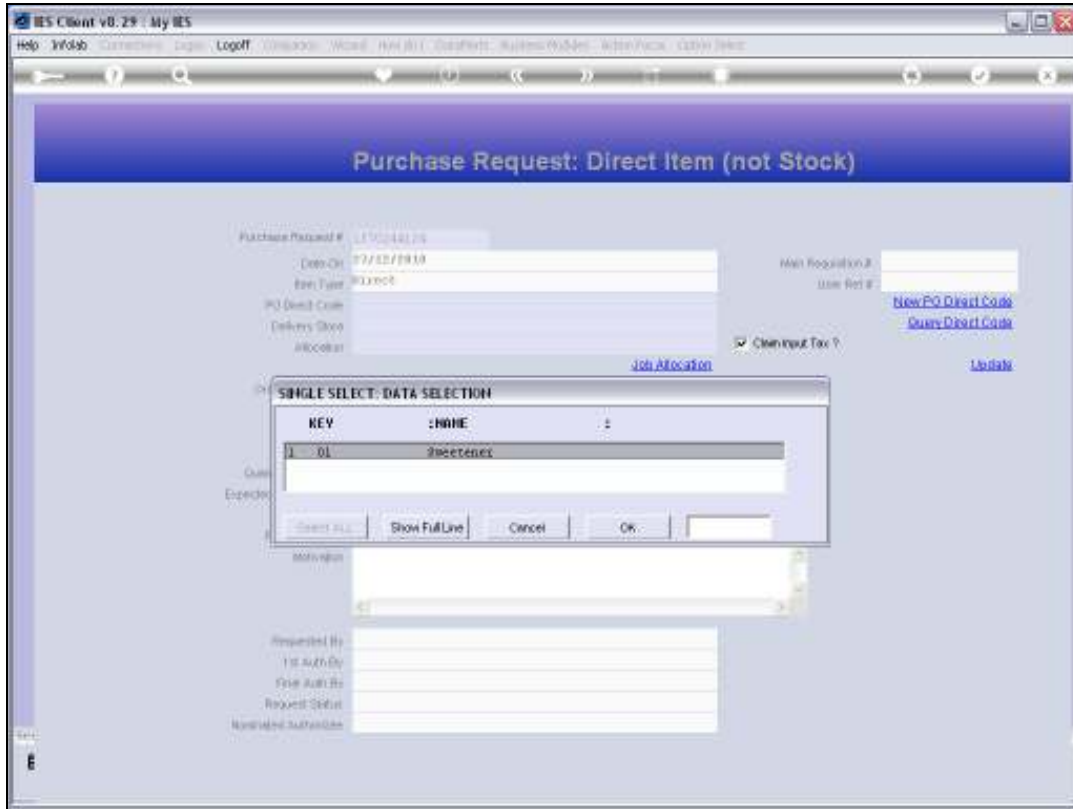
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Slide notes: And if there is a Requisition indicated, we can drill into that as well.



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Slide notes:



Slide 50

Slide notes: Next, we look at what to do if the Item that we want to request is not yet on the list of Direct Items.

IES Client v8.29 - My IES
Help - Submit - Quit - Functions - Comments

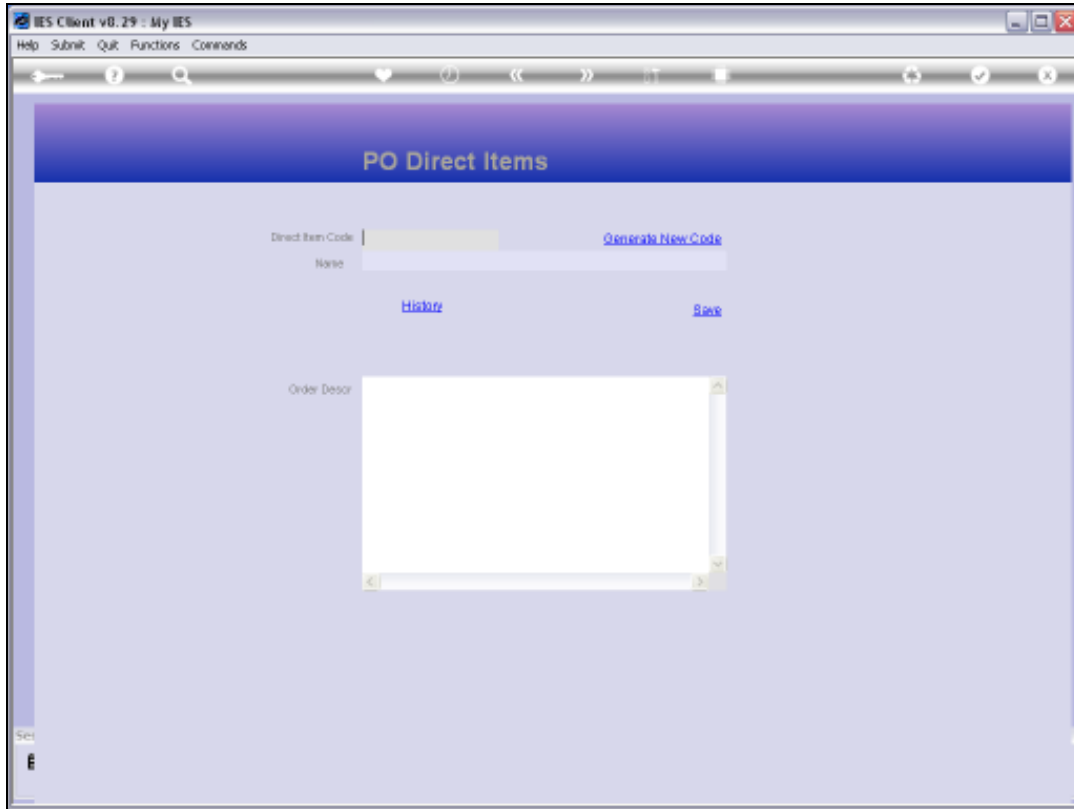
Purchase Request: Direct Item (not Stock)

Purchase Request # 175014126
Date On 07/23/2010
Est. Type 000000
PO Direct Code
Delivery Slips
Allocation [Job Allocation](#)
Unit Description
Quantity Requested
Expected Price Per Unit
Unit Price 0.00
Free With Price
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority

Mail Requestor #
User Ref #
[New PO Direct Code](#)
[Query Direct Code](#)
 Clean Input Tax ?
[Update](#)

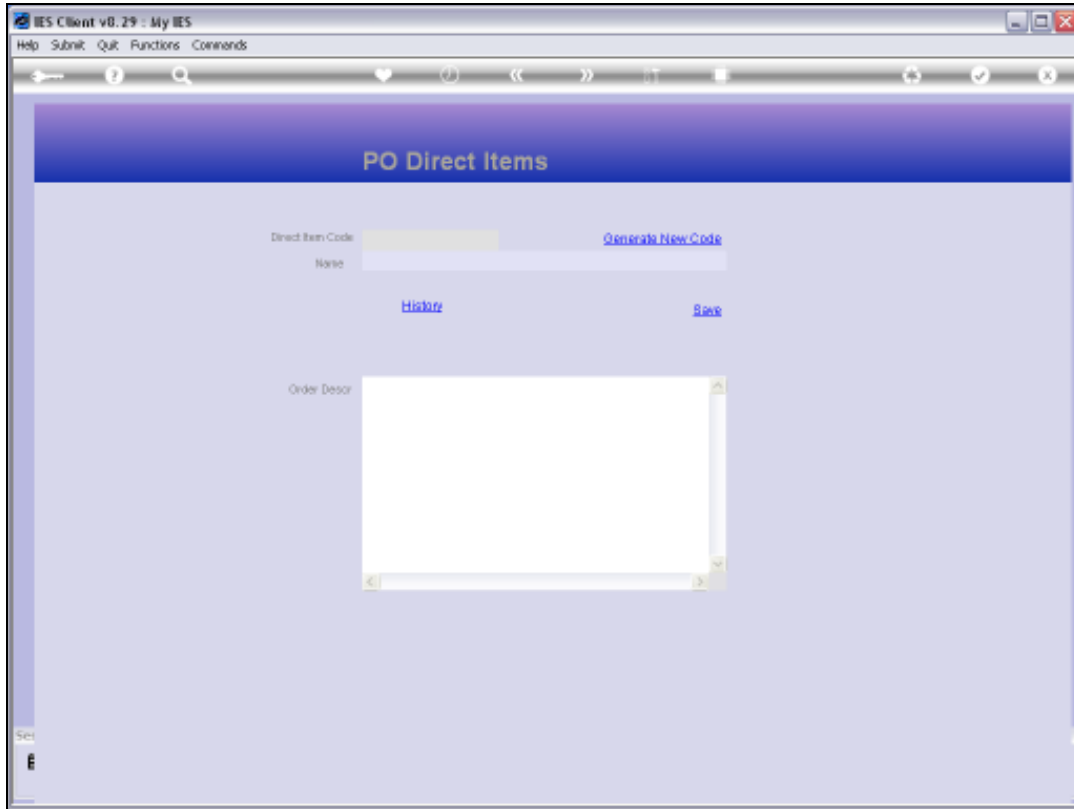
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Slide notes: In this case, we can create a new Direct Item Code.



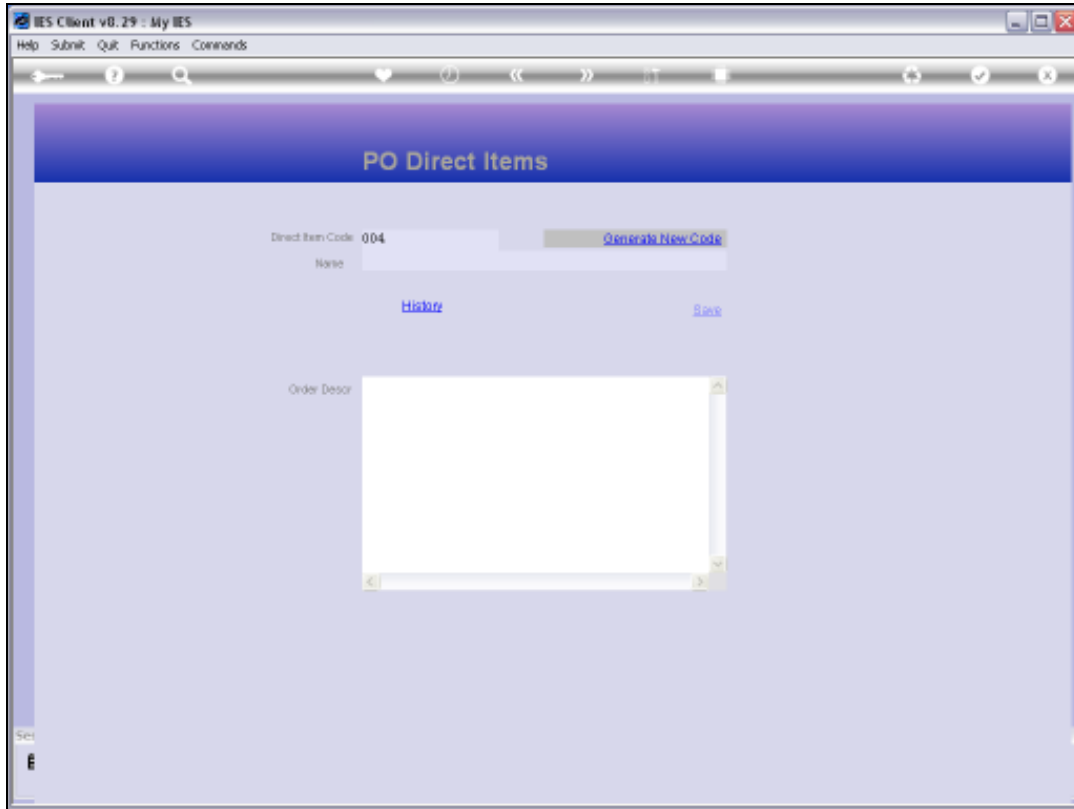
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Slide notes: The Item Codes can be designed by ourselves, or if we prefer, we can request a new code from the system.



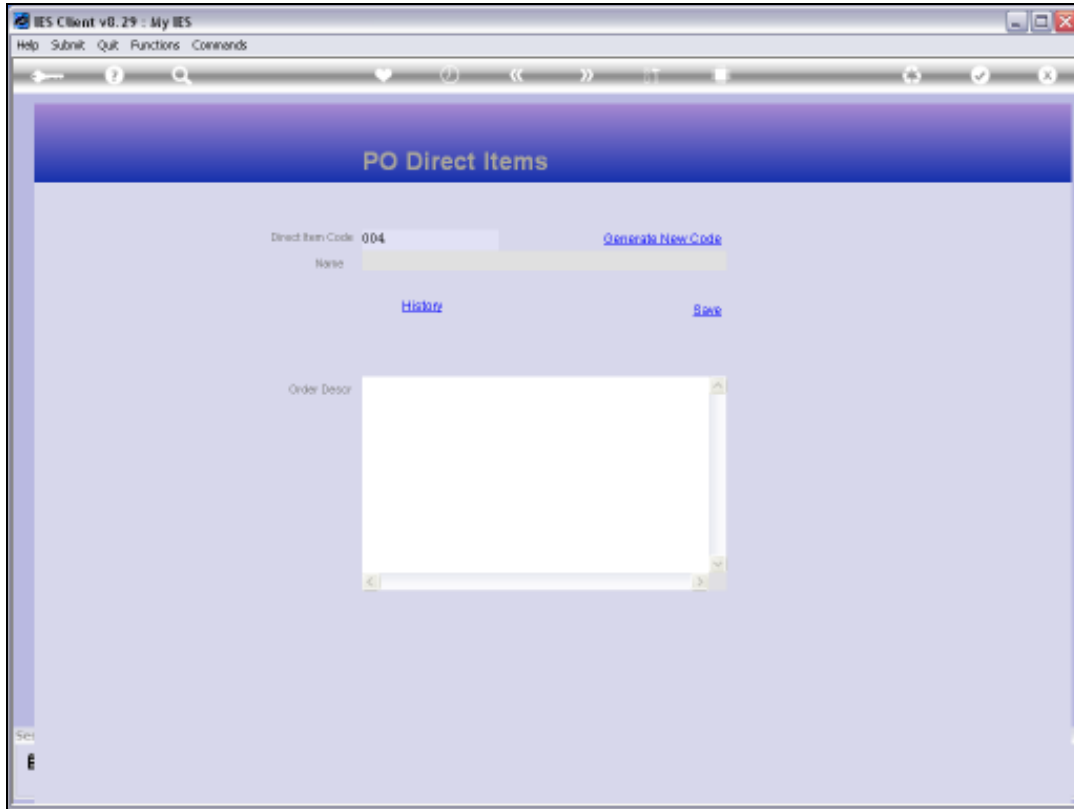
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Slide notes:



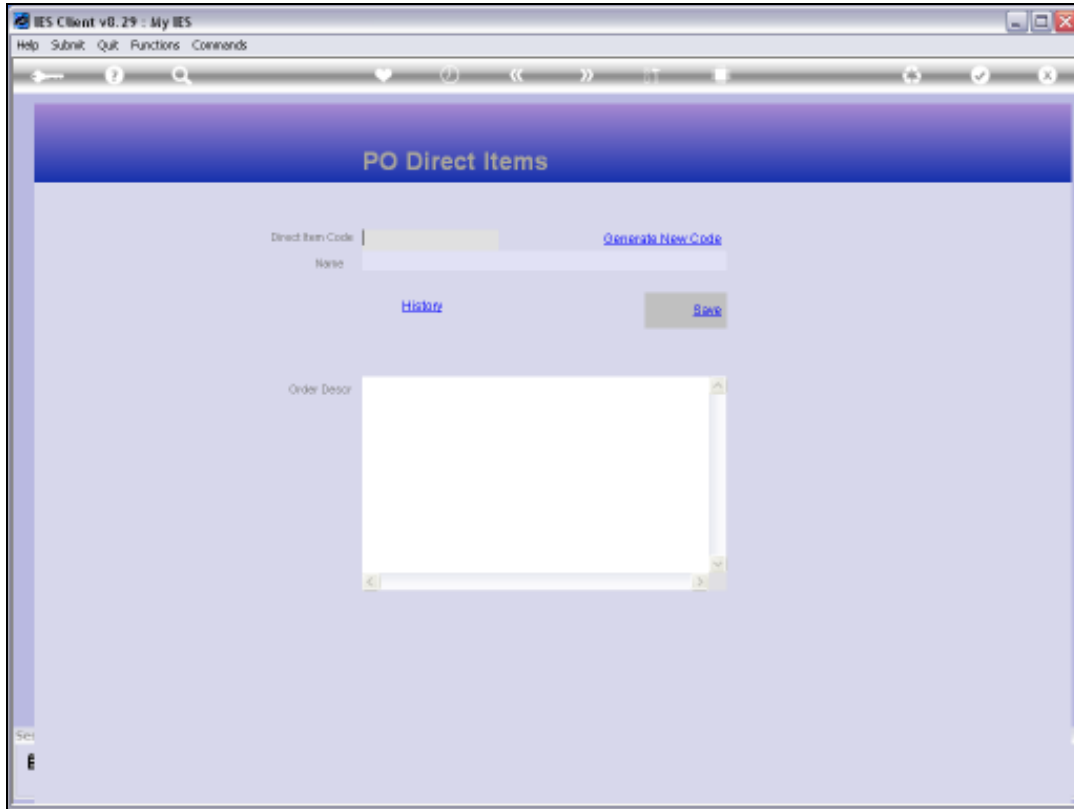
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Slide notes:



Slide 55

Slide notes: Then we just state a Name for the Item, and this will also become the Order Description, unless we provide a different Order Description below.



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Slide notes:

IES Client v8.29 - My IES
Help - Submit - Quit - Functions - Comments

Purchase Request: Direct Item (not Stock)

Purchase Request # 175014126
Date On 07/23/2010
Item Code 903000
WJ Direct Code
Delivery Stock
Allocation [Job Allocation](#)
Item Description
Quantity Requested
Expected Price Per Unit
Unit
Price With Price 0.00
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority

Mail Requestor #
User Ref #
[New PO Direct Code](#)
[Query Direct Code](#)
 Clean Input Tax ?
[Update](#)

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Slide notes: The new Item will now be on the lookup.

IES Client v8.29 - My IES
Help - Submit - Quit - Functions - Comments

Purchase Request: Direct Item (not Stock)

Purchase Request # 1770244126
Date On 07/23/2010
Est. Type 000000
WJ Direct Code
Delivery Code
Allocation [Job Allocation](#)
Clear Input Tax?
Item Description
Quantity Requested
Expected Price Per Unit
Unit
Price With Price 0.00
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority

Mail Requestor #
User Ref #
[New PO Direct Code](#)
[Query Direct Code](#)
[Update](#)

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Slide notes:

IES Client v8.29 - My IES

Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request # 177024420

Date On 07/23/2010

Est. Type 000000

PO Descr Code [Lookup?](#)

Delivery Slct [Recent Values](#)

Allocation [Job Allocation](#)

Mail Requestor #

User Ref # [New PO Direct Code](#) [Query Direct Code](#)

Clean Input Tax? [Update](#)

Unit Description

Quantity Requested

Expected Price Per Unit

Unit

Price With Price 0.00

Motivation

Requested By

1st Auth By

2nd Auth By

Request Status

Requested Authority

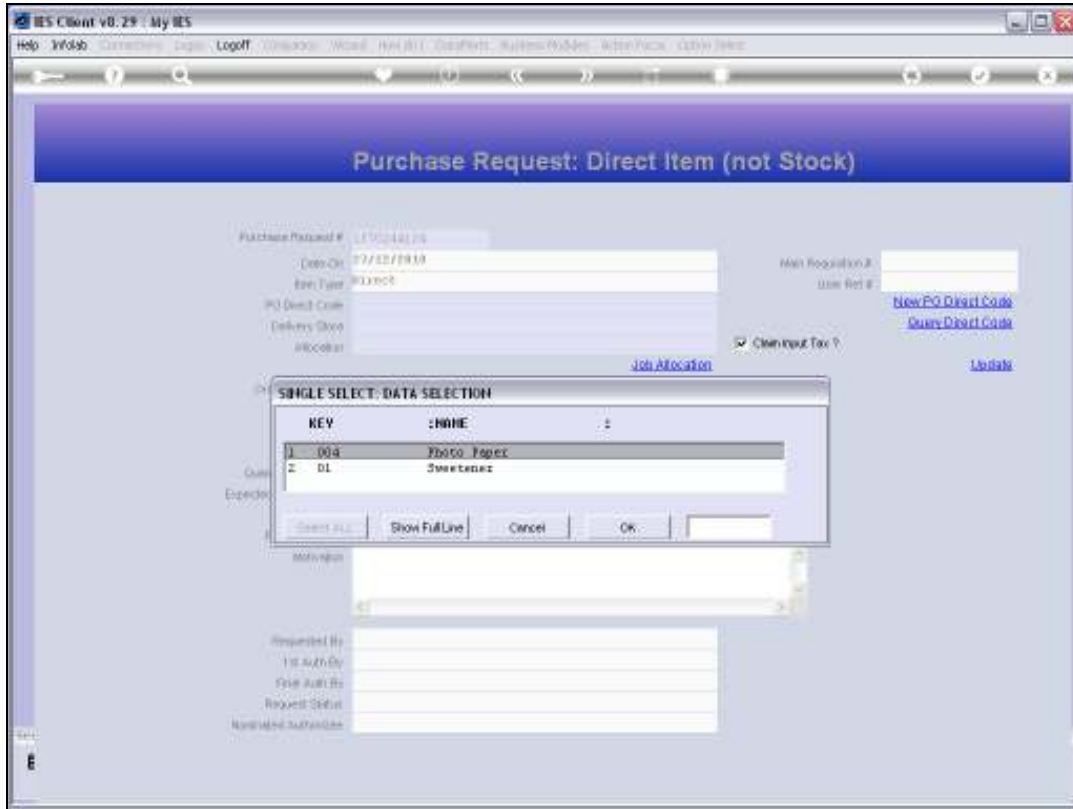
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Slide notes:

IES Client v8.29 - My IES
Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request # 170214126
Date On 07/23/2010
Item Type 000000
Mail Request On
User Ref #
PO Direct Code [Lookup?](#) [Recent Values](#) [New PO Direct Code](#) [Query Direct Code](#)
Delivery Slips Clean Input Tax? [Job Allocation](#) [Update](#)
Allocation
Item Description
Quantity Requested
Expected Price Per Unit
Unit
Price With Price 0.00
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority

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Slide notes:



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Slide notes:

IES Client v8.29 - My IES
Help - Submit - Quit - Functions - Comments

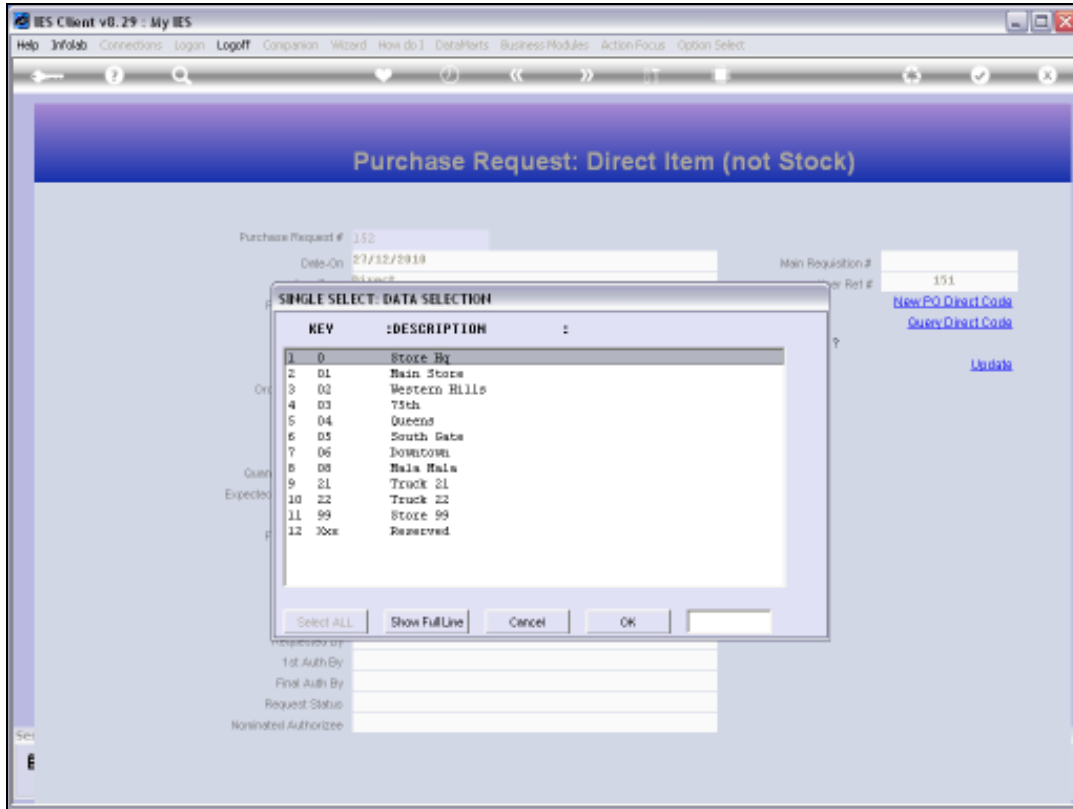
Purchase Request: Direct Item (not Stock)

Purchase Request #
Date On
Item Code
WJ Dept Code
Delivery Date
Allocation
Main Requestor #
User Ref #
[New PO Direct Code](#)
[Query Direct Code](#)
 Clear Input Tax? [Job Allocation](#) [Update](#)

Item Description
Quantity Requested
Expected Price Per Unit
Price With Price
Motivation
Requested By
1st Auth By
2nd Auth By
Request Status
Requested Authority

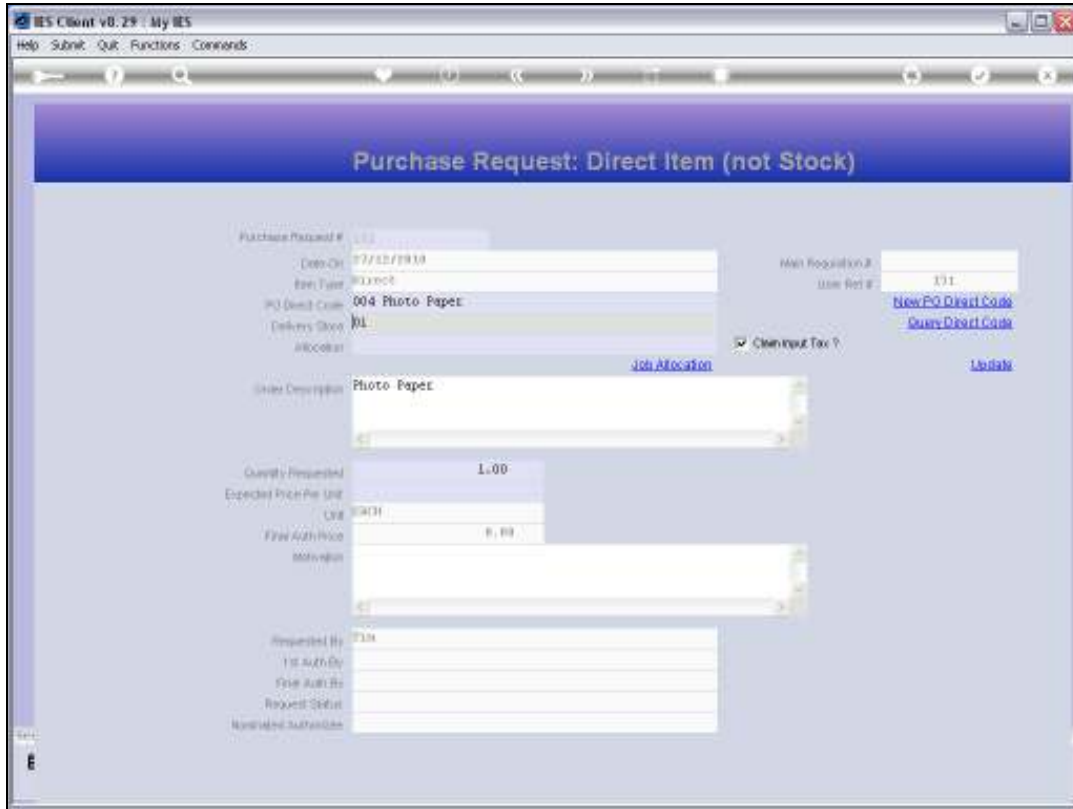
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Slide notes:



Slide 63

Slide notes:



Slide 64

Slide notes: And from here we may continue to specify the Purchase Request Item. If the current User has sufficient privilege, then the initial authorization and even the Final Expected Price authorization takes place immediately.

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The page content is a form titled "Purchase Request: Direct Item (not Stock)". The form fields are as follows:

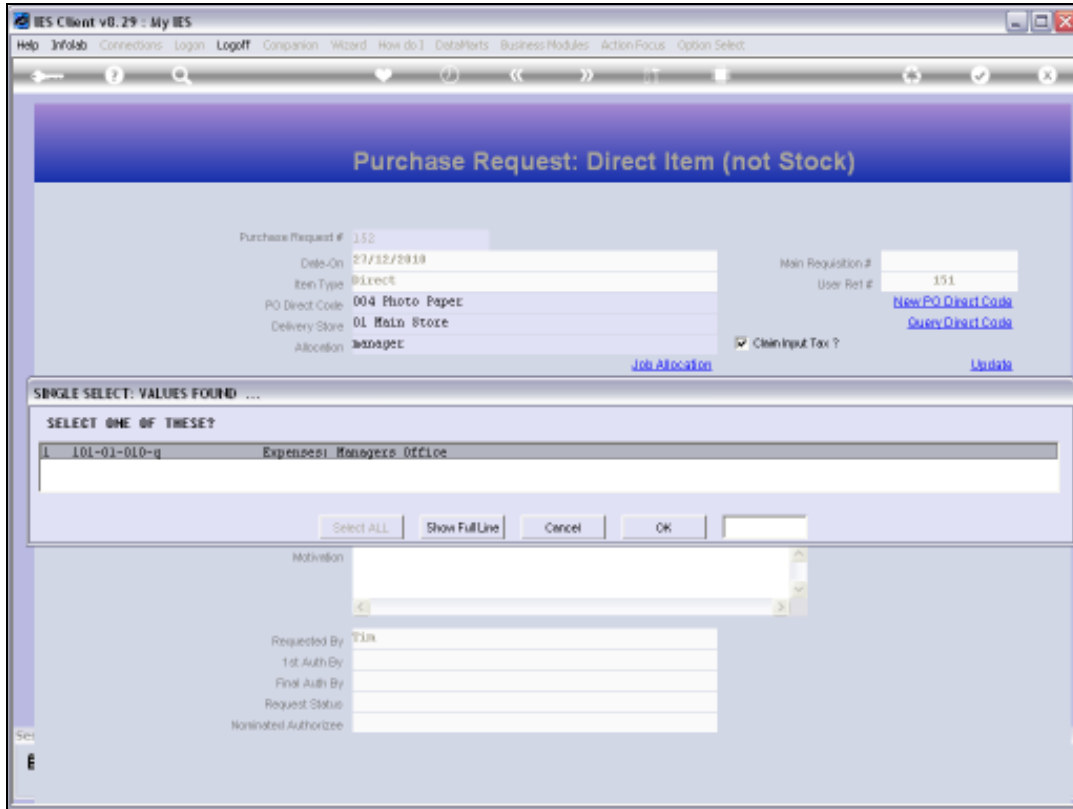
Purchase Request #	112	Main Requestor #	
Date Crd	07/12/2010	User Ref #	131
Item Code	004 Photo Paper	New PO Direct Code	
W3 Dept Code	01 Main Store	Query Direct Code	
Delivery Stock		<input checked="" type="checkbox"/> Clear Input Tax ?	
Allocation		Job Allocation	Update
Order Description	Photo Paper		
Quantity Requested	1.00		
Expected Price Per Unit	0.00		
Unit	0.00		
Final Unit Price	0.00		
Motivation			
Requested By	131		
1st Auth By			
2nd Auth By			
Request Status			
Requested Authority			

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Slide notes:

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The page content is a form titled "Purchase Request: Direct Item (not Stock)". The form contains the following fields and values:

Purchase Request #	112	Mail Requestor #	
Date Crd	07/12/2010	User Ref #	131
Item Code	004 Photo Paper	New PO Direct Code	
W3 Dept Code	01 Main Store	Query Direct Code	
Delivery Slno	00000000	<input checked="" type="checkbox"/> Clear Input Tax ?	
Allocatn		Job Allocation	Update
Order Description	Photo Paper		
Quantity Requested	1.00		
Expected Price Per Unit	0.00		
Unit	0.00		
Final Unit Price	0.00		
Motivation			
Requested By	131		
1st Auth By			
2nd Auth By			
Request Status			
Requested Authority			

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Slide notes:



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Slide notes:

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The main heading is "Purchase Request: Direct Item (not Stock)". The form contains the following fields and values:

Purchase Request #	112	Mail Requestor #	
Date Crd	07/12/2010	User Ref #	131
Item Code	004 Photo Paper	New PO Direct Code	
W3 Dept Code	01 Main Store	Query Direct Code	
Delivery Stock	warehouse	<input checked="" type="checkbox"/> Clean Input Tax ?	
Allocation	Job Allocation	Update	
Order Description	Photo Paper		
Quantity Requested	1.00		
Expected Price Per Unit	0.00		
Unit	0.00		
Final Unit Price	0.00		
Motivation			
Requested By	131		
1st Auth By			
2nd Auth By			
Request Status			
Requested Authority			

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Slide notes:

IES Client v8.29 - My IES

Help Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #	111	Main Requestion #	
Date On	07/12/2010	User Ref #	131
Item Code	001000	New PG Direct Code	
W3 Dept Code	004 Photo Paper	Query Direct Code	
Delivery Stock Allocation	01 Main Store		
	101010100	<input checked="" type="checkbox"/> Clear Input Tax ?	
		Job Allocation	Update
Item Description	Photo Paper		
Quantity Requested	1.00		
Expected Price Per Unit			
Unit	UNIT		
Price With Price	0.00		
Motivation			
Requested By	131		
1st Auth By			
2nd Auth By			
Request Status			
Requested Authority			

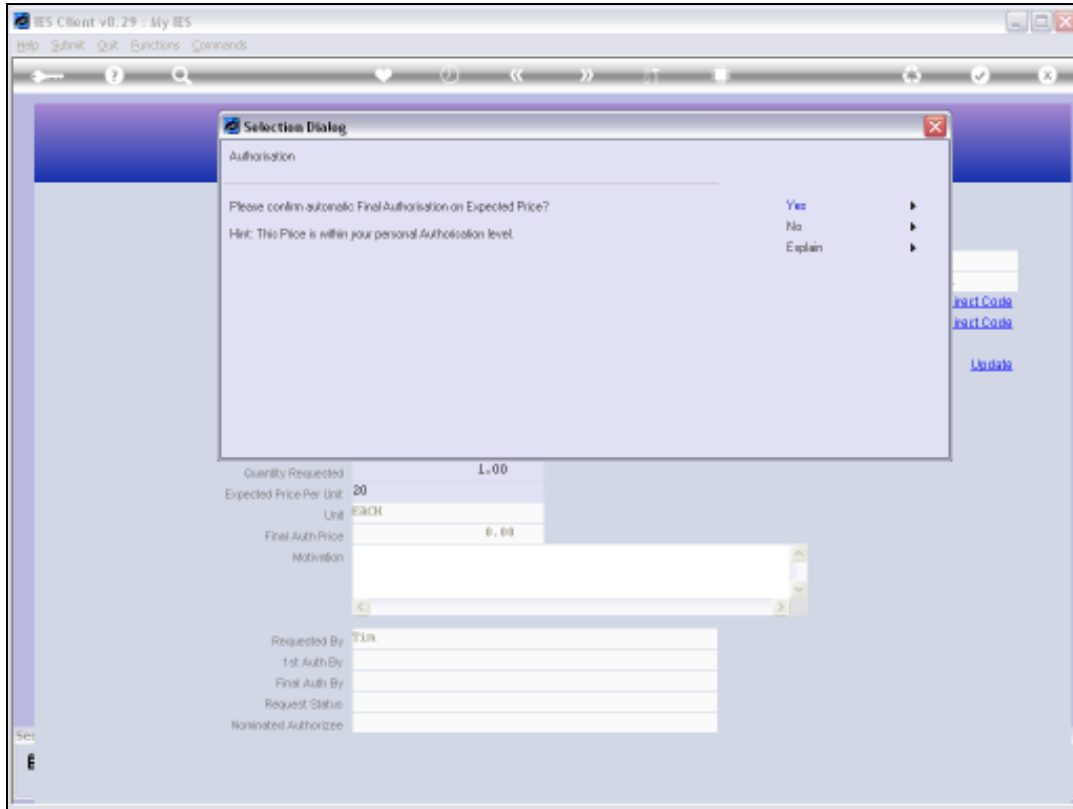
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Slide notes:

The screenshot shows a web browser window titled "IES Client v8.29 - My IES". The page content is a form titled "Purchase Request: Direct Item (not Stock)". The form is organized into several sections:

- Header:** "Purchase Request: Direct Item (not Stock)" in a blue banner.
- Form Fields:**
 - Purchase Request #:** 112
 - Date:** 07/12/2010
 - Item Code:** 004 Photo Paper
 - Quantity Requested:** 1.00
 - Expected Price Per Unit:** 8.00
 - Requested By:** 101
- Additional Information:**
 - Mail Requested:** 131
 - Use Ref #:** 131
 - Item Description:** Photo Paper
 - Unit:** SHEET
 - Price With Price:** 8.00
 - Requested By:** 101
- Navigation:** Links for "New PO Direct Code", "Query Direct Code", "Job Allocation", and "Update".
- Footer:** "Requested By: 101 AUTHORITY: Request Status: Requested Authority:"

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Slide notes:



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Slide notes:

Purchase Request: Direct Item (not Stock)

Purchase Request # 112
Date On 27/12/2010
Item Code 004 Photo Paper
W3 Dept Code 01 Main Store
Delivery Stock Allocation 101010100
Main Requestor # 131
User Ref # 131
[New PO Direct Code](#)
[Query Direct Code](#)
 Clear Input Tax? [Job Allocation](#) [Update](#)

Order Description Photo Paper

Quantity Requested 1.00
Expected Price Per Unit 20.00
Unit 0001
Final Unit Price 20.00
Motivation

Requested By	131
1st Auth By	131 27/12/2010 12:58:01
2nd Auth By	131 27/12/2010 12:58:05
Request Status	
Requested Authorize	131

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Slide notes:

Purchase Request: Direct Item (not Stock)

Purchase Request # 111
Date On 27/12/2010
Item Code 004 Photo Paper
W3 Dept Code 01 Main Store
Delivery Stock Allocation 101010100
Main Requestor # 131
User Ref # 131
[New PO Direct Code](#)
[Query Direct Code](#)
 Clear Input Tax? [Job Allocation](#) [Update](#)

Order Description Photo Paper

Quantity Requested 1.00
Expected Price Per Unit 20.00
Unit 0001
Final Unit Price 20.00
Motivation

Requested By	131
1st Auth By	131 27/12/2010 12:58:01
2nd Auth By	131 27/12/2010 12:58:05
Request Status	
Requested Authorize	131

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Slide notes:

IES Client v8.29 - My IES
Info Submit Quit Functions Comments

Purchase Request: Direct Item (not Stock)

Purchase Request #	111	Mail Requestor #	
Date Crd	27/12/2010	User Ref #	131
Item Code	004 Photo Paper	New PG Direct Code	
W3 Direct Code	01 Main Store	Query Direct Code	
Delivery Stock Allocation	101010100	<input checked="" type="checkbox"/> Clear Input Tax ?	Update
Item Description	Photo Paper	Job Allocation	
Quantity Requested	1.00		
Expected Price Per Unit	20.00		
Unit	UNIT		
Final Unit Price	20.00		
Motivation			
Requested By	131		
1st Auth By	131 27/12/2010 12:58:01		
2nd Auth By	131 27/12/2010 12:58:05		
Request Status			
Requested Authorize	131		

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Slide notes: