



Slide 1

Slide notes: One of the methods available to the Purchase Manager, to assign Purchase Requests to Buyers, is the option 'By Manual Capture'.



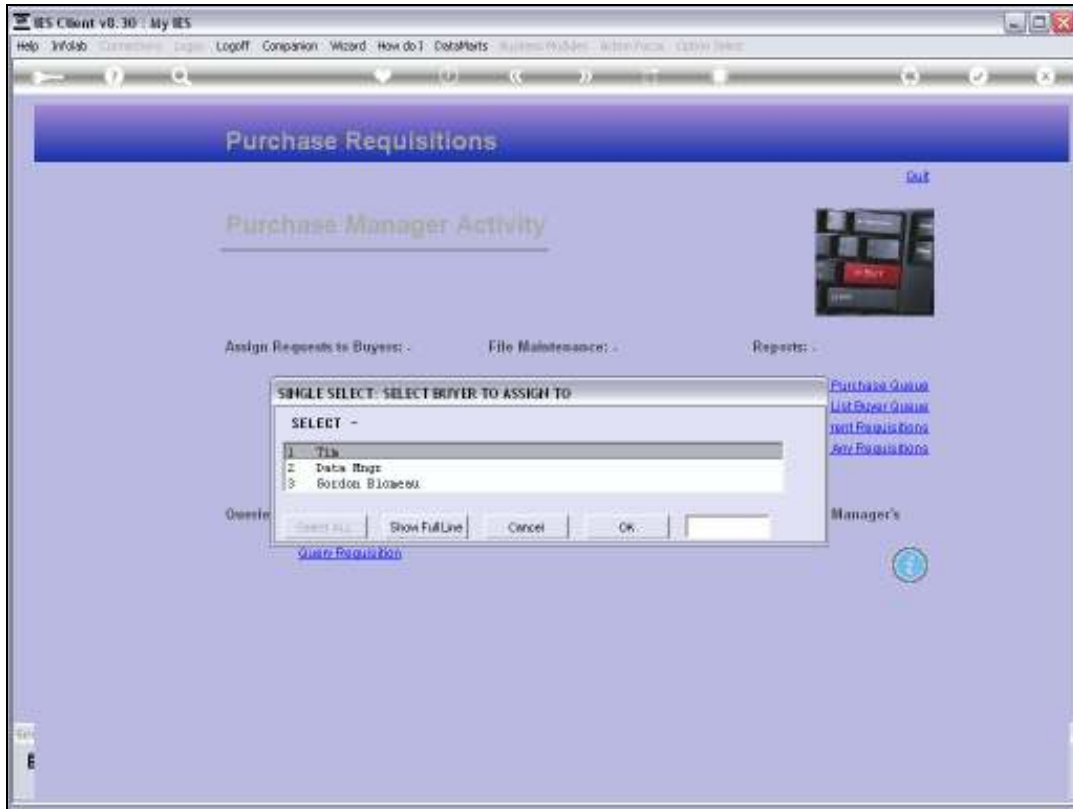
Slide 2

Slide notes: In this case, the Purchase Manager works with the Report on the Purchase Queue, and indicates the Request Number to assign, and then selects the Buyer to assign the Purchase Request to.



Slide 3

Slide notes:



Slide 4

Slide notes:



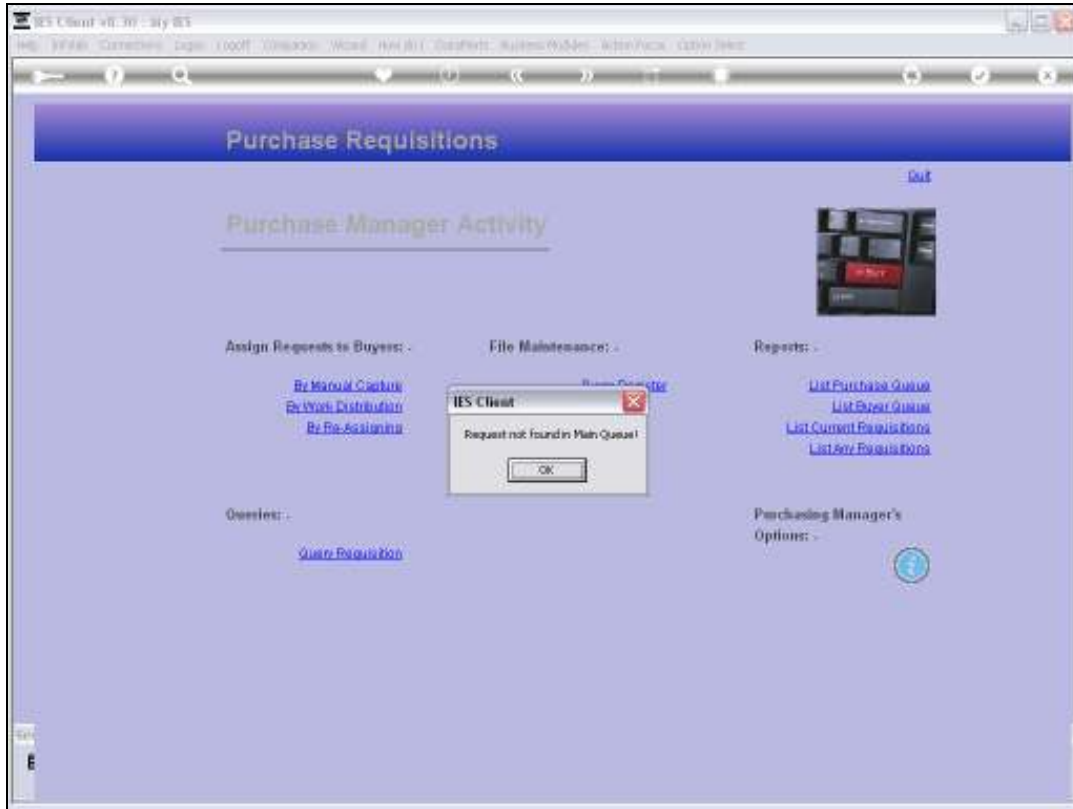
Slide 5

Slide notes:



Slide 6

Slide notes:



Slide 7

Slide notes: Each Request will be validated and only accepted for assignment if found to be valid.



Slide 8

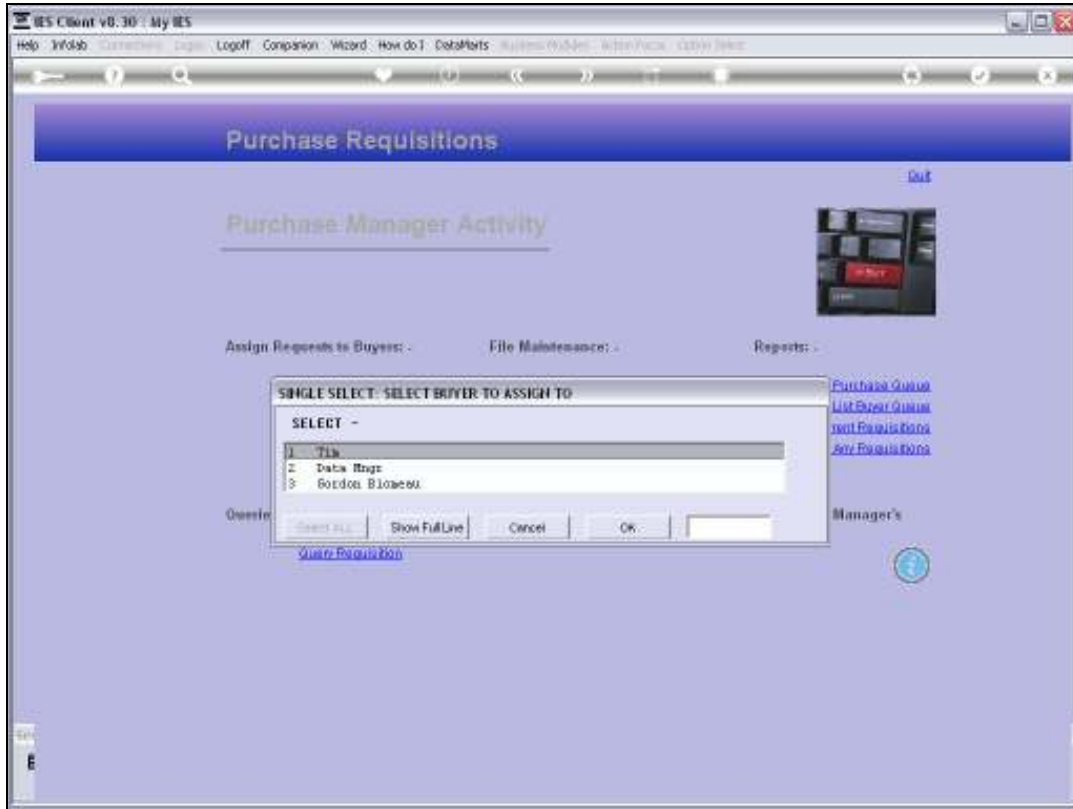
Slide notes:





Slide 9

Slide notes:



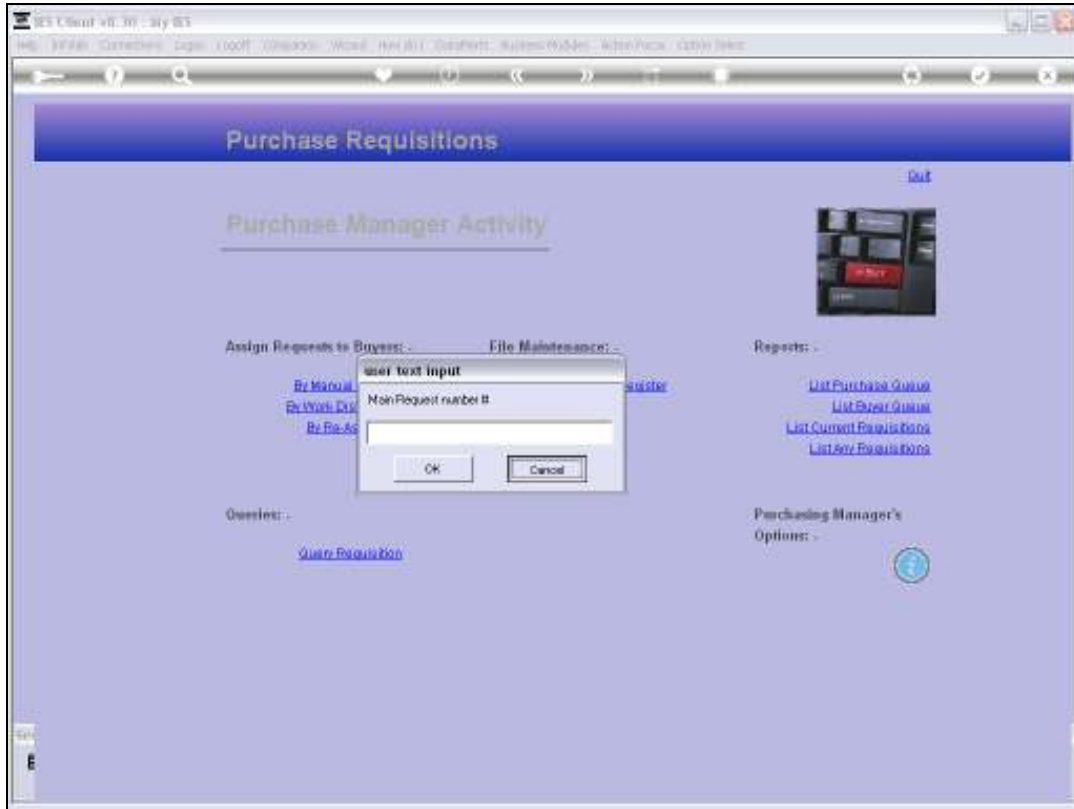
Slide 10

Slide notes:



Slide 11

Slide notes:



Slide 12

Slide notes:



Slide 13

Slide notes:



Slide 14

Slide notes: