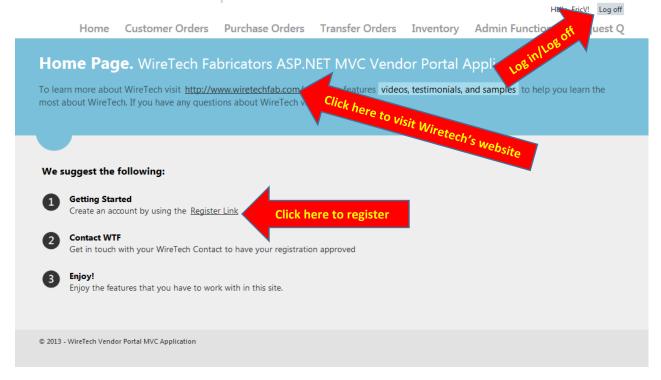
Home Screen Customer Orders Purchase Orders Transfer Orders Inventory

The following screen shots breakdown and explain the functions of WireTech's Vendor Portal

### The Home Screen

Things that can be done on the home screen

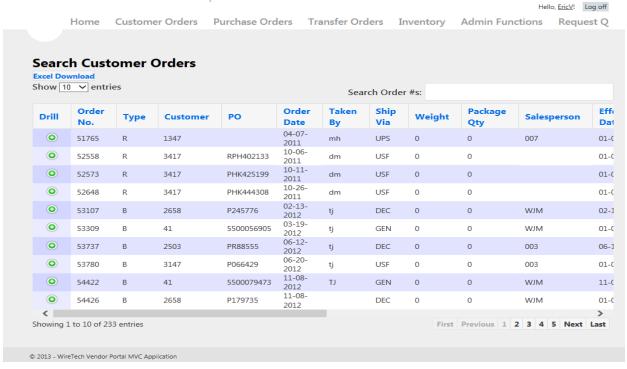
- Register
- Log in/log off
- Visit WireTech's web page



<u>Home Screen</u> <u>Customer Orders</u> <u>Purchase Orders</u> <u>Transfer Orders</u> <u>Inventory</u> Customer Orders:

The Customer Orders screen tells what needs to be shipped out.

Formed Partnerships



#### A breakdown of the Customer Orders headings bar:

Drill	Order No.	Туре	Customer	РО	Order Date	Taken By	Ship Via	Weight	Package Qty	Salesperson	
-------	--------------	------	----------	----	---------------	-------------	-------------	--------	----------------	-------------	--

**Drill:** is a button ( ) that give you the functionality to read notes, put in Requests, view the ship address, and see item information.

Order No: WireTech's order number

Type: this refers to the Order No. R means Regular order. B means Blanket order.

Customer: WireTech's customer number

**PO:** this is the purchase order # given to WireTech by customer **Order Date:** is when the order was made in WireTech's system

Taken By: Person that made the order

**Ship Via:** trucking company that will carry items

Weight: Weight of the order

Package QTY: this is the box QTY

Salesperson: this person talks to the customer

Home Screen Customer Orders Purchase Orders Transfer Orders Inventory

A breakdown of the Customer Orders headings bar continued:

Effective	Expiration	Warehouse	Ship	Ship	Projected	Date	Creator	Updater	Date
Date	Date		Partial	Early	Date	Updated			Created

Effective Date: this is when the order can be used

**Expiration Date:** is when the order can no longer be used **Warehouse:** is where the order will be shipped out of

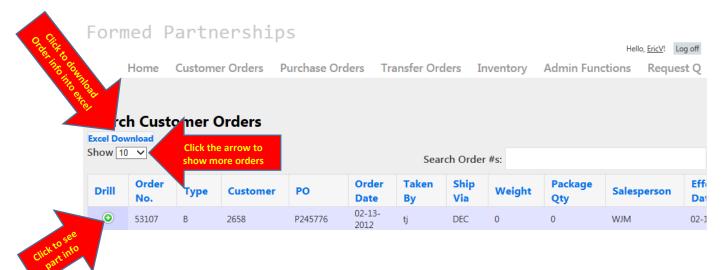
**Ship Partial:** if 1 allows order to be split up **Ship Early:** if 1 then order can be shipped early

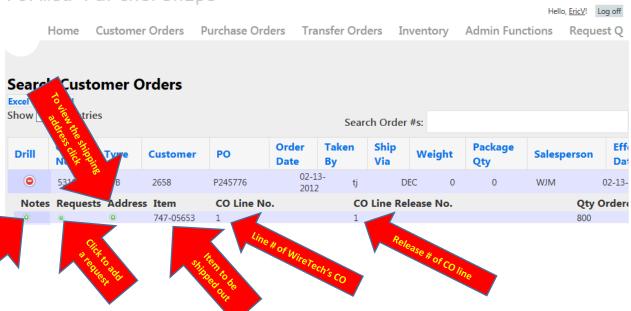
Projected Date: this is an estimated date for when the raw parts are done

Dated Updated: if anything was changed on the customer order the date it was change will be here

Creator: the person who made the order

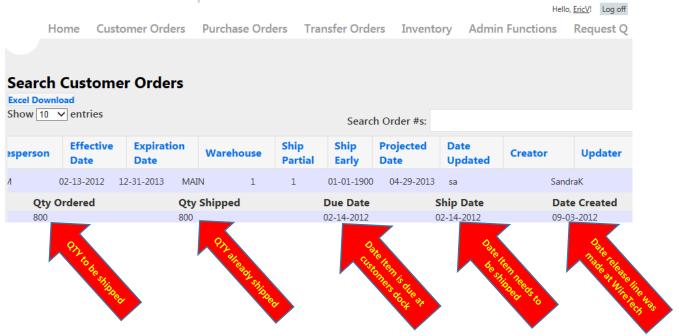
**Updater:** the person who made updates to the order **Date Created:** this is the date that the order was made





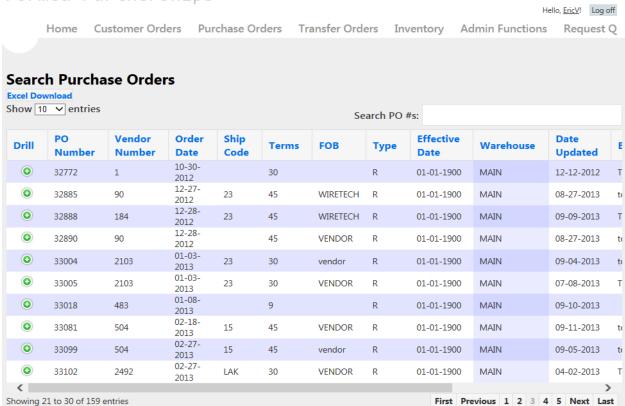
Home Screen Customer Orders Purchase Orders Transfer Orders Inventory

## Formed Partnerships



#### **Purchase Orders:**

Purchase Orders screen tells what needs to be platted/painted.



#### Home Screen Customer Orders Purchase Orders Transfer Orders Inventory

÷	TOTTIC DEFECTI		castorner oracis		r ar chase Oracis			ransici	Oracis	miveritory	
	Drill	PO Number	Vendor Number	Order Date	Ship Code	Terms	FOB	Туре	Effective Date	Warehouse	Date Updated



**Drill:** is a button ( ) that give you the functionality to read notes, put in Requests, and see item information.

PO Number: this is the purchase order number **Vendor Number:** identifies Wiretech's vendors Order Date: is the date the purchase order was made

Ship Code: represents the carrier from WireTech to platter/painter

Terms: due date for invoice processing

FOB: indicates the company paying the freight charges Type: refers to "R" for "Regular" or "B" for "Blanket"

Effective Date: date on which the blanket PO becomes effective

Warehouse: warehouse were items are to be received

Date Updated: if anything on the PO was changed the date it was change will show up here

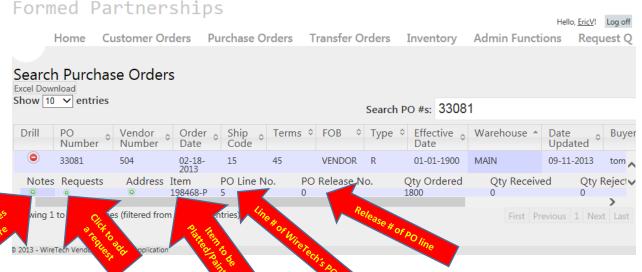
Buyer: person who is making the order

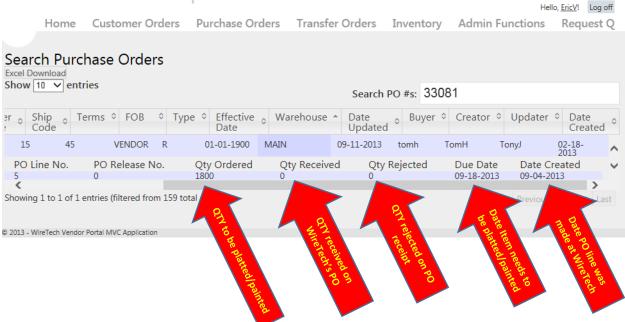
**Creator:** also the person who made the order Updater: person who did any kind of updates Date Created: date the order was made

# Formed Partnerships

Home Customer Orders Purchase Orders Transfer Orders Inventory Admin Functions h Purchase Orders **Excel Download** Click the arrow to Show 10 ∨ e Search PO #s: PO Vendor Order **Effective** Ship Drill Terms **FOB** Type Warehouse Number Number Date Code **Date** 10-30-32772 1 30 01-01-1900 MAIN 2012

<u>Home Screen</u> <u>Customer Orders</u> <u>Purchase Orders</u> <u>Transfer Orders</u> <u>Inventory</u>





<u>Home Screen</u> <u>Customer Orders</u> <u>Purchase Orders</u> <u>Transfer Orders</u> <u>Inventory</u>

The inventory screen tells what WireTech's system say is on hand. You can do inventory adjustment request if inventory don't match also transfer order request can be done for inventory that needs to be shipped back to WireTech.

