Operating Lease Support System Phase-2 Project

for

DIPO STAR FINANCE

Solusi Kredit Otomotif Terpercaya

Functional Specification FC.AC.1.1 Purcase Order Creation and Management

Revision 1.0

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Document Approval

By signing this document I acknowledge I have read the document and give the Project Management Team approval to proceed.

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Functional Specification

1 Introduction

1.1. Purpose

Functional Specification is a document to describe the detail of functions system which includes screen design and logic formula. This document will be used for system development.

1.2. Scope

Functional Specification Document contains screen design, screen functionality, process flow, and data structure of AC.1.1 Purchase Order Creation.

Here are the scope for AC.1.1 Purchase Order Creation:

1. **AC.1.1.3 – List of PO**

   To monitor all PO data by view list of PO data which have been created and its status. Also to print PO report based on the filtered data on the list of PO.

2. **AC.1.1.4 – Create PO for Unit Supplier**

   To create PO for Unit Supplier, by filling create PO form for Unit Supplier and change PO status to draft.

3. **AC.1.1.5 – Edit PO for Unit Supplier**

   To edit PO for Unit Supplier, by edit some data at PO form for Unit Supplier and change PO status to draft.

4. **AC.1.1.6 – Create PO for Carrosserie Supplier**

   To create PO for Carrosserie Supplier, by filling create PO form for Carrosserie Supplier and change PO status to draft.

5. **AC.1.1.7 – Edit PO for Carrosserie Supplier**

   To edit PO for Unit Supplier, by edit some data at PO form for Carrosserie Supplier and change PO status to draft.

6. **AC.1.1.8 – Create PO for Accessories Supplier**

   To create PO for Accessories Supplier, by filling create PO form for Accessories Supplier and change PO status to draft.

7. **AC.1.1.9 – Edit PO for Accessories Supplier**

   To edit PO for Unit Supplier, by edit some data at PO form for Accessories Supplier and change PO status to draft.

8. **AC.1.1.10 – Create PO for Maintenance Vendor**

   To create PO for Maintenance Vendor, by filling create PO form for Maintenance Vendor and change PO status to draft.

9. **AC.1.1.11 – Edit PO for Maintenance Vendor**

   To edit PO for Maintenance Vendor, by edit some data at PO form for Maintenance Vendor and change PO status to draft.

10. **AC.1.1.12 – Submit PO**

    To change PO status to submitted and proceed it to Purchase Order Approval process.

Output from this functions are:

1. RPT.AC.1.1 – PO Monthly Report
2. PF.AC.1.1 – PO Unit
3. PF.AC.1.2 – PO Carrosserie
4. PF.AC.1.3 – PO Accessories
5. PF.AC.1.4 – PO Maintenance

1.3. Definitions, Acronyms, and Abbreviations

1. OPL = Operating Lease
2. DSF = Dipo Star Finance
3. HO = Head Office
4. HOB = Head of Branch
5. HOD = Head of Department
6. RM = Regional Manager
7. MO = Marketing Officer
8. PIC = Person In Charge
9. PO = Purchase Order

1.4. References

This functional specification document refers to **'To Be Design' BSI Procurement Process**, module:

1. AC.1.1 Purchase Order Creation.

2. Configuration

Here will is the description of PO document numbering format which will be generated when PIC OPL HO/Branch click Save as draft button or Submit button. The format of PO number is:

No. PO : 10000/PO/XXX/BRANCH/MONTH/YEAR

Description :

- The first 5 digits show the sequence number of the PO document. This number will increments whenever new PO document is created.
- The code 'PO', is absolute for PO document.
- XXX is a code for the PO document type, the value of XXX are :
    1. UNT represents PO document for unit
    2. ACC represents PO document for accessories
    3. CAR represents PO document for carrosserie
    4. MNT represents PO document for maintenance
    5. UNK represents PO document for unit and carrosserie
    6. UNA represents PO document for unit and accessories
    7. KAC represents PO document for carrosserie and accessories
    8. ALL represents PO document for unit, carrosserie and accessories
- The code 'BRANCH' will be substituted by Branch/DSF Office's code, refers to Tb_OPL_Branch.BranchShortName
- The code 'MONTH' will be substituted by 2 digits of month when the PO document is created.
- The code 'YEAR' will be substituted by 4 digits of year when the PO document is created.

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3. Detail Specification: FC.AC.1.1 – Purchase Order Creation and Management

3.1 Purpose

Screen of Purchase Order Creation and Management will be used by PIC OPL HO/Branch to create, edit, submit, print, and convert PO document to excel/pdf. This function covered by 'List of Purchase Order' screen, 'Create Purchase Order' screen and 'Edit Purchase Order' screen.

3.2 Screen of Configuration Access

Here are the access right for '**List of Purchase Order**' screen, '**Create Purchase Order**' screen and '**Edit Purchase Order**' screen:

User	***Create***	***Read***	***Update***	**Authorization**
PIC OPL HO/Branch	v	v	v	v
MO OPL HO/Branch	-	v	v	v
DSF Authorized Person	-	v	v	v

Legend:
v = Have the access

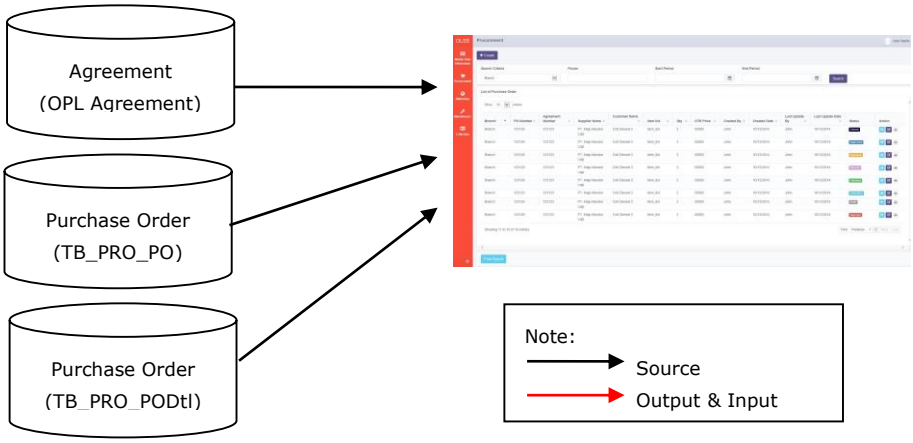
Note:
1. Create: related to creation of PO
2. Read: related to read the created PO
3. Update: related to update PO
4. Authorization: related to access screen

3.3 Screen Functionality

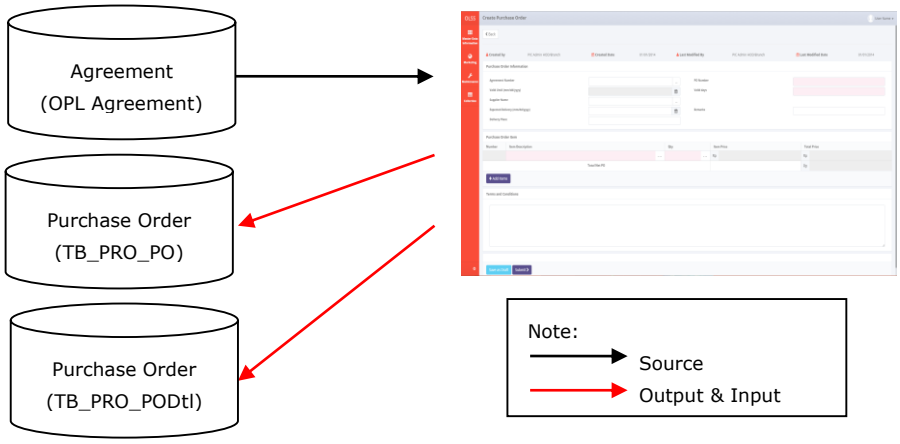
1. Display list of created PO
2. Print PO monthly report
3. Create and edit new PO
4. Print submitted PO

3.4 Operation Flow

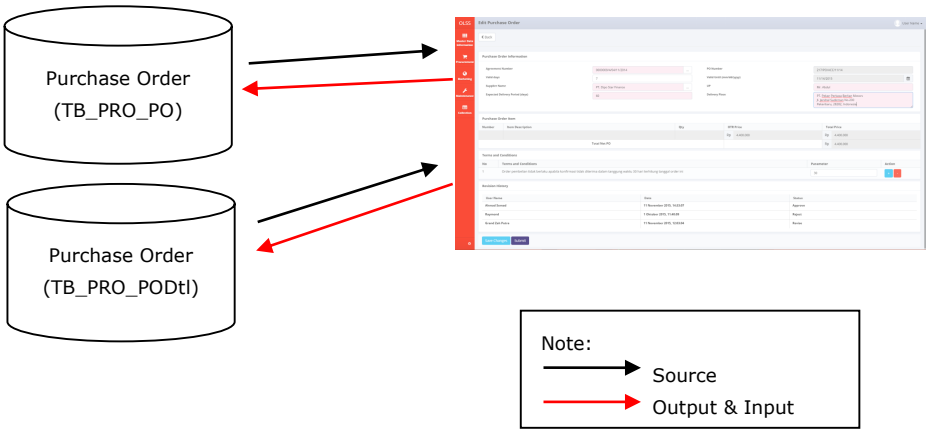
Below is data flow of '**List of Purchase Order**' which is used to monitor Completion of PO creation and approval from DSF Authorized person and Supplier:

PIC PC	Process
	

Below is data flow of '**Create Purchase Order**' which is used to create new PO by PIC OPL HO/Branch:

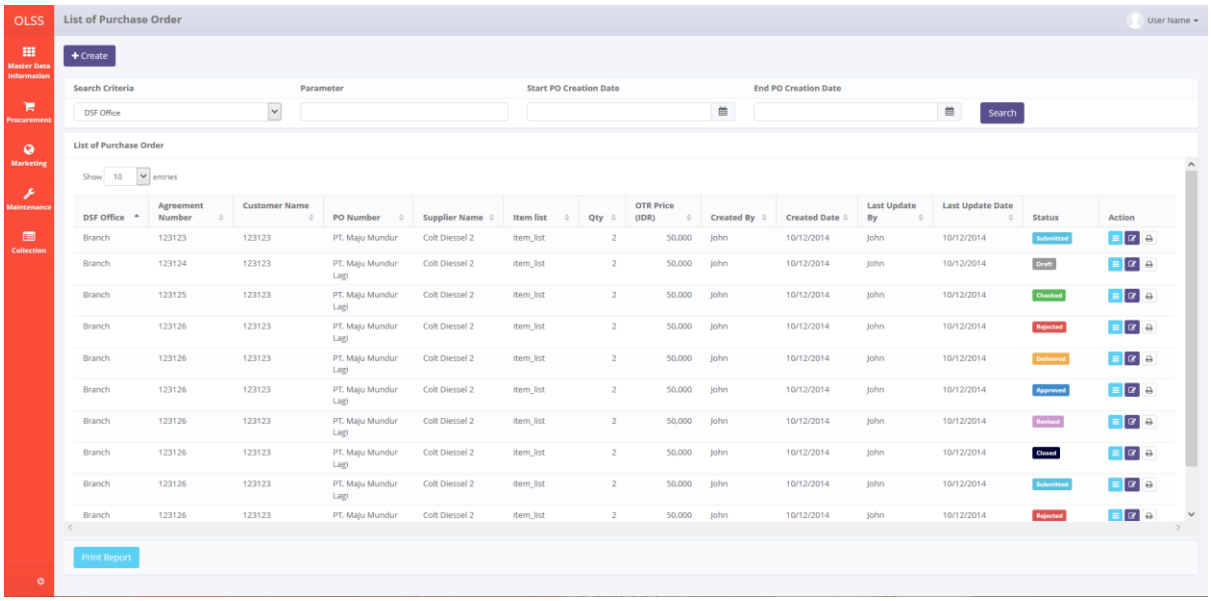
PIC PC	Process
	

Below is data flow of '**Edit Purchase Order**' which is used to edit existing PO by PIC OPL HO/Branch:

PIC PC	Process
	

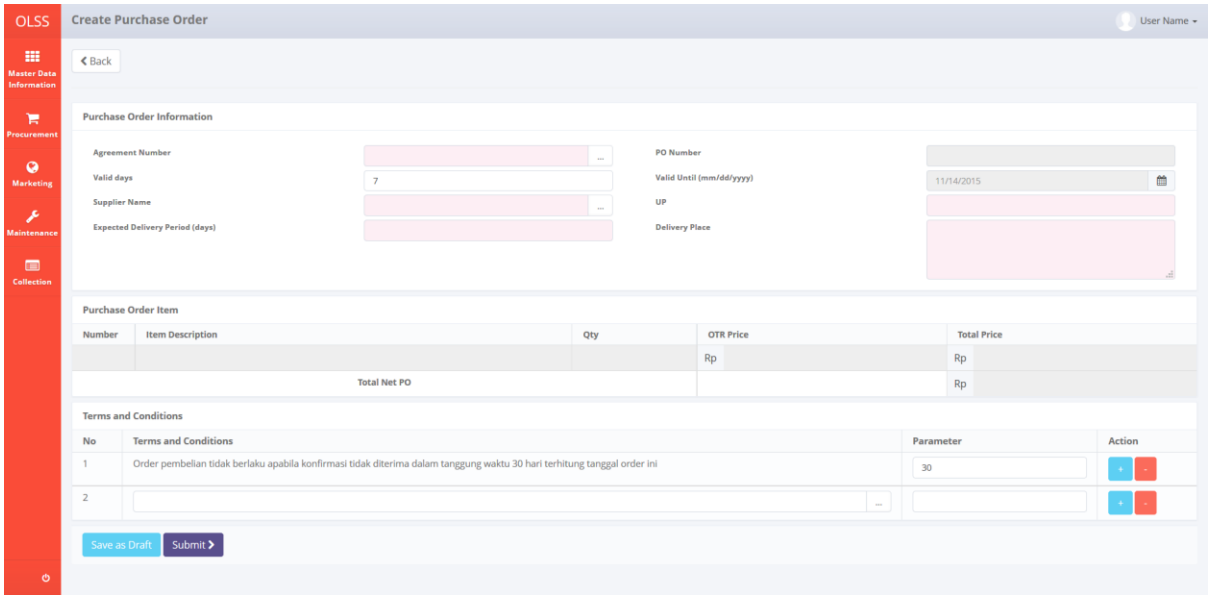
3.5 Screen Design

- Screen design of 'List of PO', which will be used as an initial screen for Create/Edit PO and also is used as Monitoring PO screen:



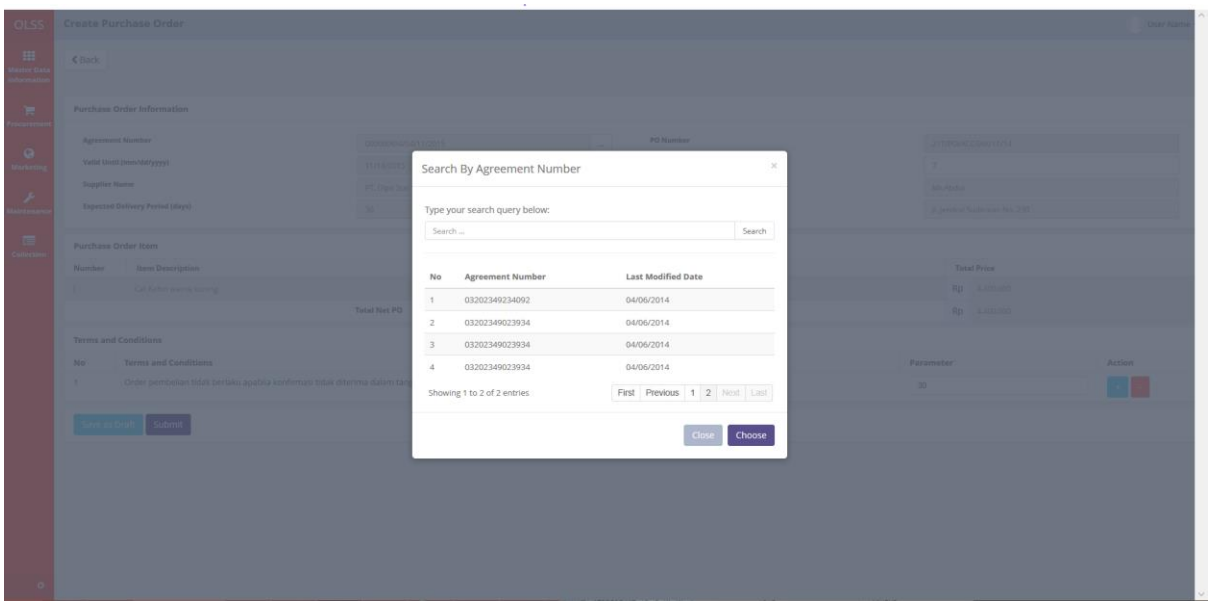
Screen 1. List of PO

- Screen design of 'Create PO', which will display a form to be filled by user to create new PO:



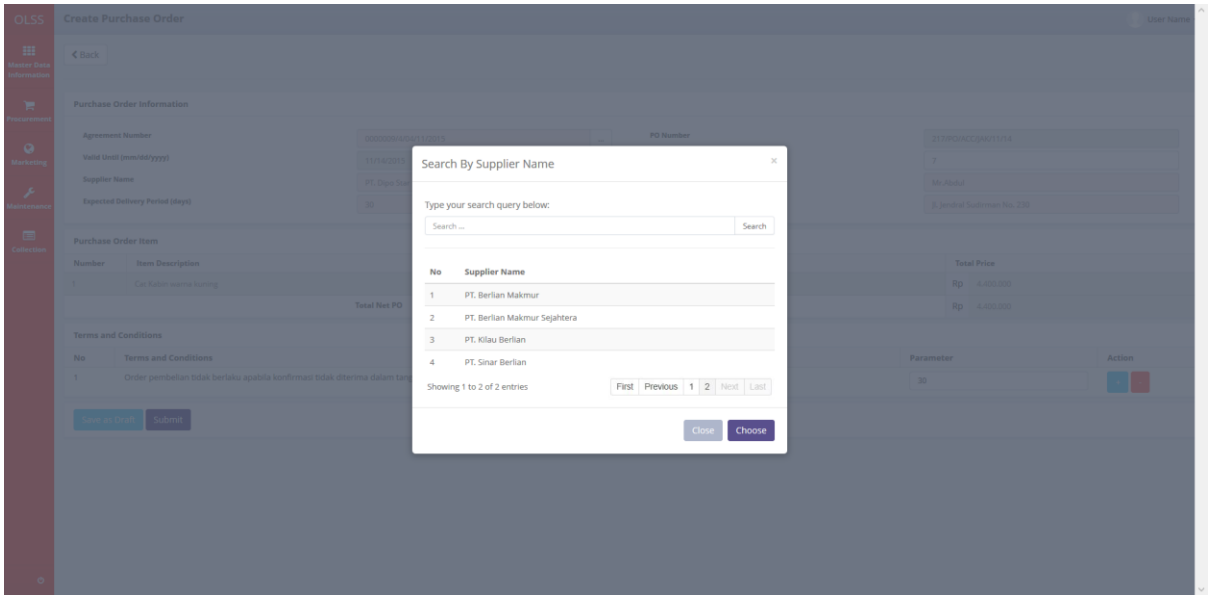
Screen 2. Create PO

- Screen design of Search by Agreement Number Modal Dialog, which will be dispalyed when agreement number search button is being clicked:



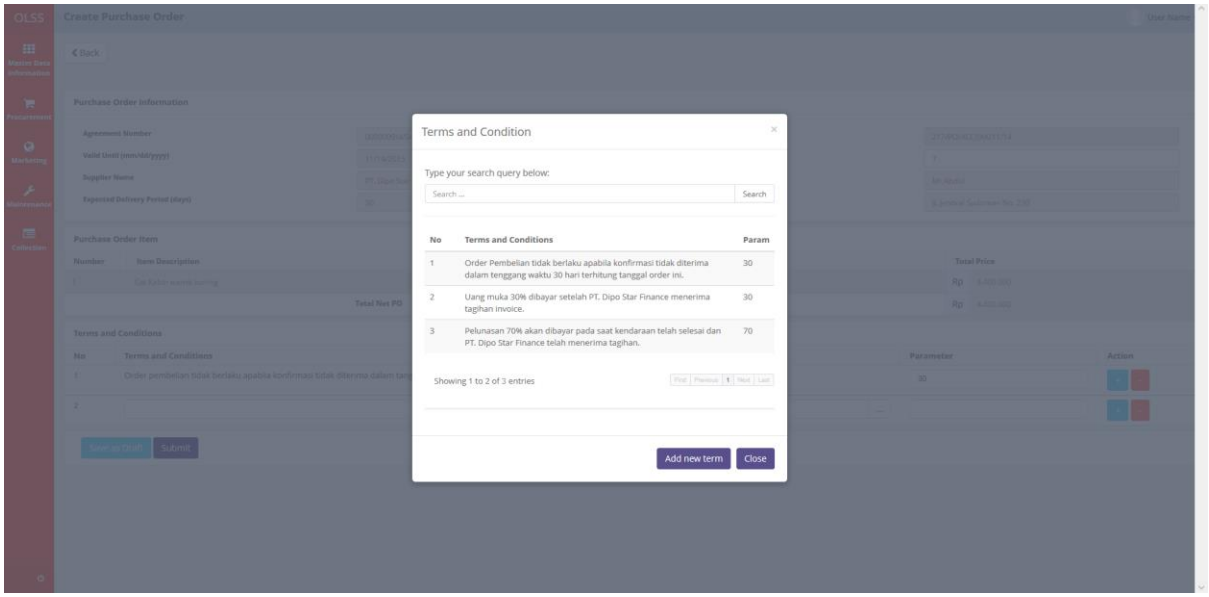
Screen 3. Create PO with Agreement Number Modal Dialog

- Screen design of Supplier Name Modal Dialog, which will be displayed when supplier name search button is being clicked.



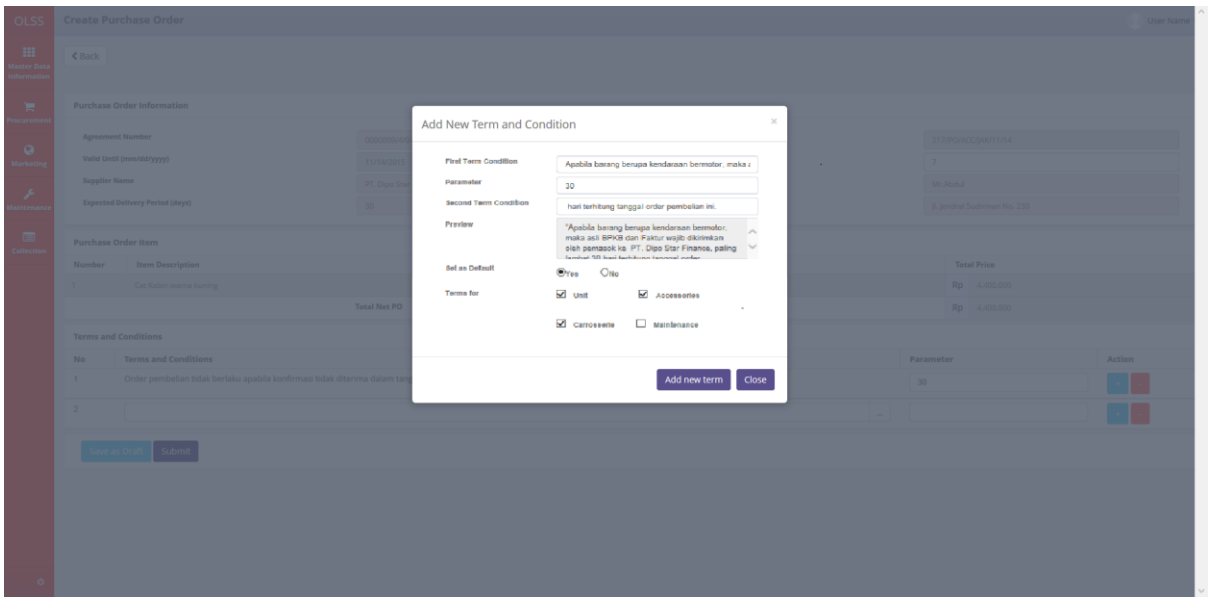
Screen 4. Create PO with Supplier Name Modal Dialog

- Screen design of Terms and Conditions Pop up Dialog, which will be displayed when search button is being clicked.



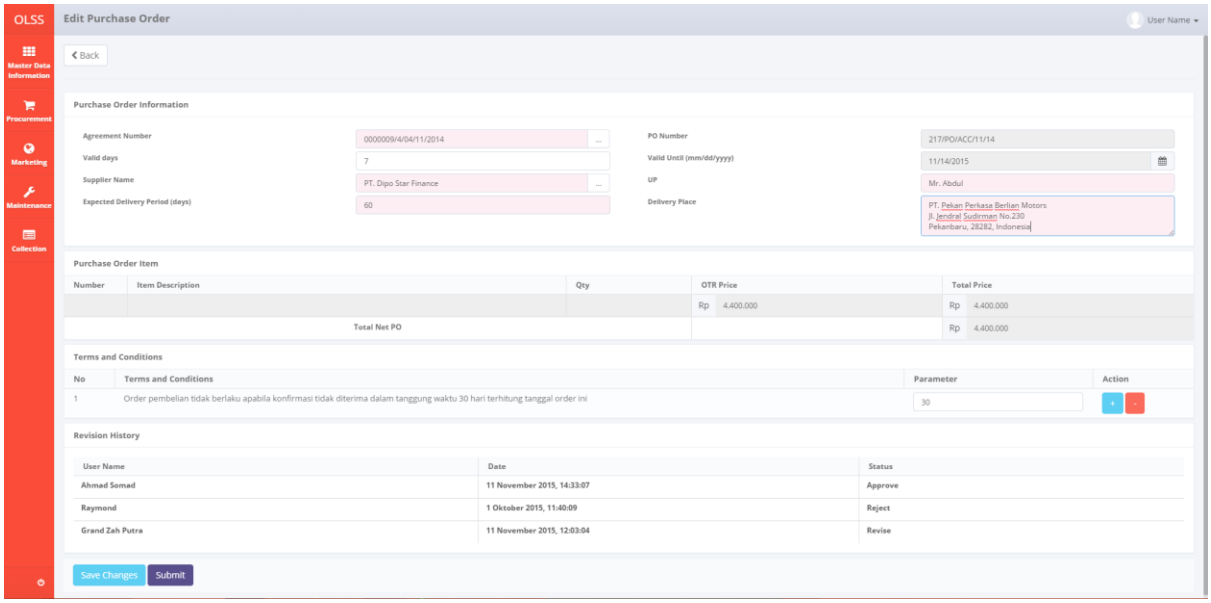
Screen 5. Create PO with Terms and Conditions Modal Dialog

- When Add new term button is being clicked, the Add New Term and Condition Pop up Dialog will be displayed.



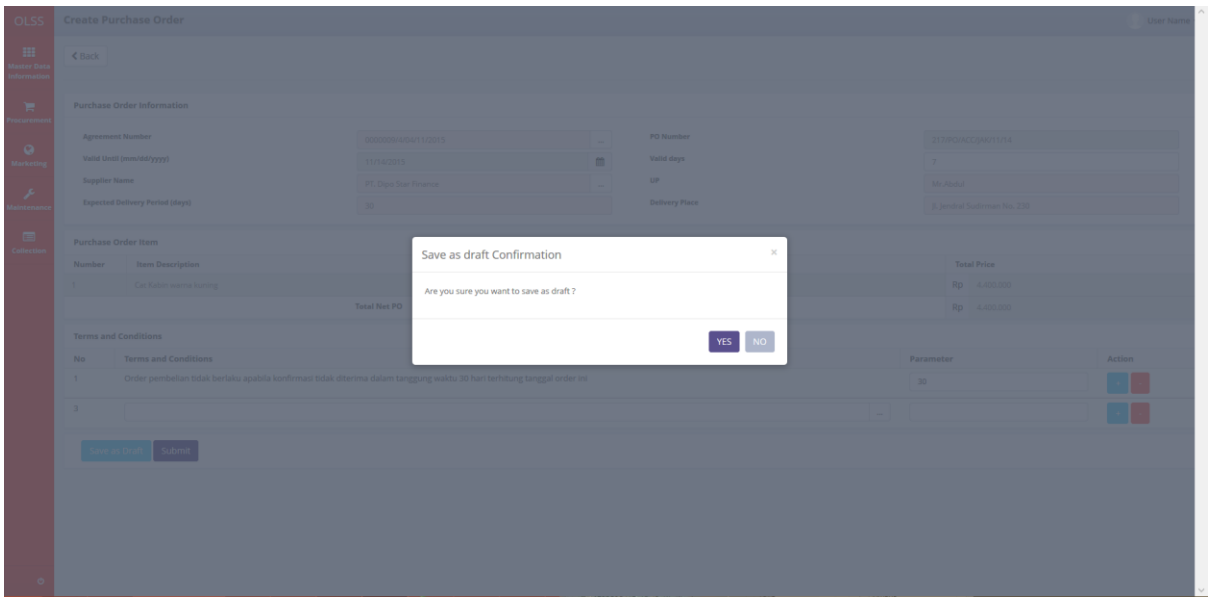
Screen 6. Create PO with Add New Term and Condition Modal Dialog

- Screen design of 'Edit PO', which will be used as an initial screen for Edit PO and also is used as Monitoring PO screen:



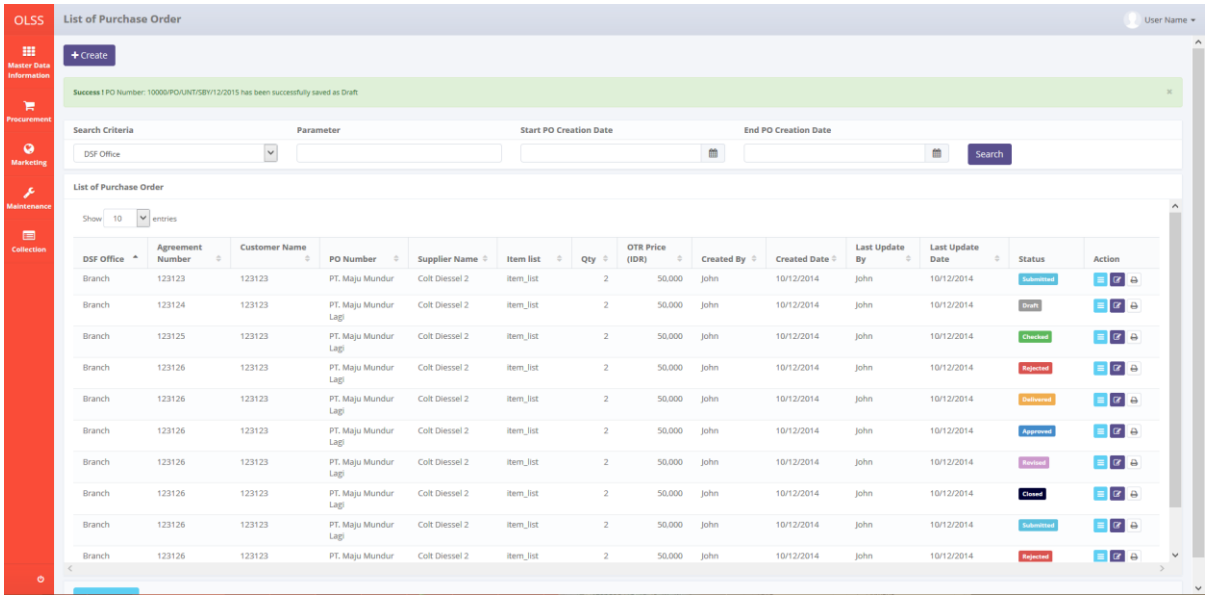
Screen 7. Edit PO

- *Confirmation Pop up when save, submit, and edit button is being clicked.*



Screen 8. Save as Draft Confirmation Pop up Dialog

- *Notification after Save as Draft or Save Changes or Submit PO*



Screen 9. Save as Draft or Submit Notification

3.6 Component Screen Functionality

a. List of Purchase Order

Here are the screen functions from each component in **Screen 1. List of PO screen**:

No	Component	Name	Function
Header			
1	Label	List of Purchase Order	List of Purchase Order title
Search Criteria			
2	Drop down box	Search Criteria	To select category for searching PO data
3	Field text	Parameter	To input Parametereter for searching PO data
4	Date Picker	Start PO Creation Date	To input Start PO Creation Date based on update date when submit PO data
5	Date Picker	End PO Creation Date	To input End PO Creation Date based on update date when submit PO data
6	Button	Search	To search PO data based on selected criteria
List of Purchase Order			
7	Drop down box	Show Entries	To select number of row data that will be displayed in one screen (paging)
8	Button	Sort	To sort data on table list of PO, ascending and descending
9	Label	DSF Office	To display DSF Office Code of the PO
10	Label	Agreement Number	To display Agreement Number of the

			PO
11	Label	Customer Name	To display Customer Name of the PO
12	Label	PO Number	To display PO number that already approved by Supplier
13	Label	Supplier Name	To display Supplier Name of the PO
14	Label	Item List	To display Item list of the PO
15	Label	Qty	To display Quantity per item of the PO
16	Label	OTR Price	To display OTR Price of the PO
17	Label	Created by	To display name of the PO creator
18	Label	Created Date	To display PO creation date
19	Label	Last Update By	To display name of the last person who make an action on the PO
20	Label	Last Update Date	To display date of Last action on the PO
21	Label	Status	To display status of PO
22	Label	Action	To display action for PO data
23	Button	View PO	To view PO data when clicked
24	Button	Edit PO	To edit PO data when clicked
25	Button	Print PO	To display print view of PO data when clicked
26	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
27	Link	First Page	To display first entries page of PO data
28	Link	Previous Page	To display the previous entries page of PO data
29	Link	Page Number	Displaying the Page Number of the List
30	Link	Next Page	To display the next entries page of PO data
Footer			
31	Button	Print Report	To print the PO data
Notification			
32	Label	Success Notification	Displaying success note to user when user did an action (save as draft, submit, save changes, check, revise, reject and approve)

b. Create Purchase Order

Here are the screen functions from each component in **Screen 2. Create of PO screen**:

No	Component	Name	Function
Header			
1	Label	Create Purchase Order	Create Purchase Order title
2	Button	Back	To go to previous screen
Purchase Order Data			
3	Label	Created by	Displaying PO creator
4	Label	PIC Admin HOD/Branch	To display PO creator
5	Label	Created Date	Displaying PO creation date
6	Label	Created Date Value	To display PO creation date
7	Label	Last Modified By	Displaying last modified
8	Label	PIC Admin HOD/Branch	To display name who modify the PO data
9	Label	Last Modified Date	Displaying last modified date
10	Label	Last Modified Date Value	To display last modified date
11	Label	Purchase Order Information	To display basic information of PO
12	Label	Agreement Number	Displaying Agreement Number field name
13	Search Box	Agreement Number	To input Agreement Number value
14	Label	PO Number	Displaying PO Number field name
15	Text Box	PO Number	To input PO Number value
16	Label	Valid Until (mm/dd/yyyy)	Displaying Valid Until date field name
17	Date Picker	Valid Until Value	To input Valid Until value
18	Label	Valid Days	Displaying Valid Days field name
19	Text Box	Valid Days	To input Valid Days value
20	Label	Supplier Name	Displaying Supplier Name field name
21	Text Box	Supplier Name	To input Supplier Name value
22	Label	Delivery Period (mm/dd/yyyy)	Displaying Delivery Period field name
23	Text Box	Expected Delivery Period Value	To input Expected Delivery Period Value
24	Label	UP	Displaying UP field name
25	Text Box	UP	To input UP value
26	Label	Delivery Place	Displaying Delivery Place field name
27	Text Box	Delivery Place	To input Delivery Place value

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28	Label	Purchase Order Item	Displaying Items of PO
29	Label	Number	Displaying Number field name
30	Text Box	Number	To input Number items of PO
31	Label	Item Description	Displaying Item Description field name
32	Text Box	Item Description	To input Item Description value
33	Label	Qty	Displaying Qty field name
34	Text Box	Qty	To input Qty of each item
35	Label	OTR Price	Displaying OTR Price field name
36	Text Box	OTR Price	To input OTR Price value
37	Label	Total Price	Displaying Total Price field name
38	Text Box	Total Price	To input Total Price of items
39	Label	Total Net PO	Displaying Total Net PO field name
40	Text Box	Total Net PO	To display total price of each items on this PO
41	Label	Terms and Conditions	Displaying Terms and Conditions field name
42	Search Box	Terms and Conditions	To search existing Terms and Conditions
43	Button	+/-	To add new/delete Term & Condition
Footer			
44	Button	Save as Draft	To save PO data as a draft
45	Button	Submit	To submit PO
Search by Agreement Number Pop Up Dialog			
46	Label	Search by Agreement Number	Displaying Search by Agreement Number title
47	Label	Type your search query below:	Displaying note for user
48	Text Box	Search…	Text field to input search key of existing Terms and Conditions
49	Button	Search	To execute search process
50	Label	No	Displaying the sequence number of search data result
51	Label	Agreement Number	Displaying list of Agreement Number
52	Label	Last Modified Date	Displaying list of Last Modified Date
53	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data

54	Link	First Page	To display first entries page of PO data
55	Link	Previous Page	To display the previous entries page of PO data
56	Link	Page Number	Displaying the Page Number of the List
57	Link	Next Page	To display the next entries page of PO data
Search by Supplier Name Pop Up Dialog			
58	Label	Search by Supplier Name	Displaying Search by Supplier Name title
59	Label	Type your search query below:	Displaying note for user
60	Text Box	Search…	Text field to input search key of existing Terms and Conditions
61	Button	Search	To execute search process
62	Label	No	Displaying the sequence number of search data result
63	Label	Supplier Name	Displaying list of Supplier Name
64	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
65	Link	First Page	To display first entries page of PO data
66	Link	Previous Page	To display the previous entries page of PO data
67	Link	Page Number	Displaying the Page Number of the List
68	Link	Next Page	To display the next entries page of PO data
Terms and Conditions Pop Up Dialog			
69	Label	Terms and Conditions	Displaying Terms and Conditions title
70	Label	Type your search criteria	Displaying note for user
71	Text Box	Search…	Text field to input search key of existing Terms and Conditions
72	Button	Search	To search existing Terms and Conditions
73	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
74	Link	First Page	To display first entries page of PO data
75	Link	Previous Page	To display the previous entries page of PO data
76	Link	Page Number	Displaying the Page Number of the List
77	Link	Next Page	To display the next entries page of PO data
78	Label	Terms and Conditions Table	List of existing Terms and Conditions and its Parameters. When the terms row is being clicked, the pop up dialog will dissapear and the terms and

			Parameter value will be filled with the clicked terms.
Add New Term and Condition Pop Up Dialog			
79	Label	Add New Term and Condition	Displaying Add New Term and Condition title
80	Text Box	First description of Term & Condition	To input the first description of the new defined Terms and Conditions
81	Text Box	Parametereter	To input Parametereter of the new initialized Terms and Conditions
82	Text Box	Last description of Term & Condition	To input the last description of the new defined Terms and Conditions
83	Dissabled Text Box	Preview	Displaying the combination of inputed value at First description of Term & Condition text field, Para0meter text field and Last description of Term & Condition text field
84	Label	Default term	Displaying option to set the new defined Term & Condition to be default (always shown at Create PO screen)
85	Radio button	Yes	To set the new defined Term & Condition as default
86	Radio button	No	To set the new defined Term & Condition as not default
87	Label	Term for	Displaying option to set the new defined Term & Condition for PO Unit, PO Carrosserie, PO Accessories, or PO Maintenance. Could choose more than one type.
88	Check box	Unit	To set the new defined Term & Condition for PO Unit.
89	Check box	Carrosserie	To set the new defined Term & Condition for PO Carrosserie.
90	Check box	Accessories	To set the new defined Term & Condition for PO Accessories.
91	Check box	Maintenance	To set the new defined Term & Condition for PO Maintenance.
92	Button	Add new term	To enable text field and save the new defined Term & Condition at preview Dissabled Text box into Tb_PRO_POTc
93	Button	Close	To undisplay Terms & Conditions pop up dialog
Confirmation Pop Up Dialog			
94	Label	Save as draft/ Save Changes/ Submit Confirmation	Displaying Save as Draft/ Save Changes/ Submit Confirmation pop up dialog title
95	Label	Are you sure you want to save as draft/ save changes/ submit?	Displaying note for user
96	Button	Yes	To confirm user that they want to do the action

97	Button	No	To confirm user that they want to cancel the action

c. Edit Purchase Order

Here are the screen functions from each component in **Screen 3. Edit of PO screen**:

No	Component	Name	Function
Header			
1	Label	Edit Purchase Order	Edit Purchase Order title
2	Button	Back	To go to previous screen
Edit Purchase Order Data			
3	Label	Created by	Displaying PO creator
4	Label	PIC Admin HOD/Branch	To display PO creator
5	Label	Created Date	Displaying PO creation date
6	Label	Created Date Value	To display PO creation date
7	Label	Last Modified By	Displaying last modified
8	Label	PIC Admin HOD/Branch	To display name who modify the PO data
9	Label	Last Modified Date	Displaying last modified date
10	Label	Last Modified Date Value	To display last modified date
11	Label	Purchase Order Information	To display basic information of PO
12	Label	Agreement Number	Displaying Agreement Number field name
13	Search Box	Agreement Number	To input Agreement Number value
14	Label	PO Number	Displaying PO Number field name
15	Text Box	PO Number	To input PO Number value
16	Label	Valid Until (mm/dd/yyyy)	Displaying Valid Until date field name
17	Date Picker	Valid Until Value	To input Valid Until value
18	Label	Valid Days	Displaying Valid Days field name
19	Text Box	Valid Days	To input Valid Days value
20	Label	Supplier Name	Displaying Supplier Name field name
21	Text Box	Supplier Name	To input Supplier Name value
22	Label	Delivery Period (mm/dd/yyyy)	Displaying Delivery Period field name
23	Text Box	Expected Delivery Period Value	To input Expected Delivery Period Value

24	Label	UP	Displaying UP field name
25	Text Box	UP	To input UP value
26	Label	Delivery Place	Displaying Delivery Place field name
27	Text Box	Delivery Place	To input Delivery Place value
28	Label	Purchase Order Item	Displaying Items of PO
29	Label	Number	Displaying Number field name
30	Text Box	Number	To input Number items of PO
31	Label	Item Description	Displaying Item Description field name
32	Text Box	Item Description	To input Item Description value
33	Label	Qty	Displaying Qty field name
34	Text Box	Qty	To input Qty of each item
35	Label	OTR Price	Displaying OTR Price field name
36	Text Box	OTR Price	To input OTR Price value
37	Label	Total Price	Displaying Total Price field name
38	Text Box	Total Price	To input Total Price of items
39	Label	Total Net PO	Displaying Total Net PO field name
40	Text Box	Total Net PO	To display total price of each items on this PO
41	Label	Terms and Conditions	Displaying Terms and Conditions field name
42	Search Box	Terms and Conditions	To search existing Terms and Conditions
43	Button	+/-	To add new/delete Term & Condition
44	Label	Revision History	Displaying Revision History field name as a sign that below is a Revision History Table
45	Label	User Name	Displaying User Name column name of Revision History Table
46	Label	Date	Displaying Date column name of Revision History Table
47	Label	Status	Displaying Status column name of Revision History Table
Footer			
48	Button	Save Changes	To save PO data as a draft
49	Button	Submit	To submit PO after revised
Terms and Conditions Pop Up Dialog			
46	Label	Terms and Conditions	Displaying Terms and Conditions title

47	Text Box	Search…	Text field to input search key of existing Terms and Conditions
48	Button	Search	To search existing Terms and Conditions
49	Label	Terms and Conditions Table	List of existing Terms and Conditions and its Parameters. When the terms row is being clicked, the pop up dialog will dissapear and the terms and Parameter value will be filled with the clicked terms.
50	Label	Showing N to M of X entries	Displaying PO data sequence and the total of PO data
51	Button	First Page	To display first entries page of PO data
52	Button	Previous Page	To display the previous entries page of PO data
53	Button	Page Number	Displaying the Page Number of the List
54	Button	Next Page	To display the next entries page of PO data
Add New Term and Condition Pop Up Dialog			
55	Label	Add New Term and Condition	Displaying Add New Term and Condition title
56	Text Box	First description of Term & Condition	To input the first description of the new defined Terms and Conditions
57	Text Box	Parameter	To input Parametereter of the new initialized Terms and Conditions
58	Text Box	Last description of Term & Condition	To input the last description of the new defined Terms and Conditions
59	Dissabled Text Box	Preview	Displaying the combination of inputed value at First description of Term & Condition text field, Parametereter text field and Last description of Term & Condition text field
60	Label	Default term	Displaying option to set the new defined Term & Condition to be default (always shown at Create PO screen)
61	Radio button	Yes	To set the new defined Term & Condition as default
62	Radio button	No	To set the new defined Term & Condition as not default
63	Label	Term for	Displaying option to set the new defined Term & Condition for PO Unit, PO Carrosserie, PO Accessories, or PO Maintenance. Could choose more than one type.
64	Check box	Unit	To set the new defined Term & Condition for PO Unit.
65	Check box	Carrosserie	To set the new defined Term & Condition for PO Carrosserie.
66	Check box	Accessories	To set the new defined Term & Condition for PO Accessories.
67	Check box	Maintenance	To set the new defined Term & Condition for PO Maintenance.

68	Button	Add new term	To enable text field and save the new defined Term & Condition to Tb_PRO_POTc
69	Button	Close	To undisplay Terms & Conditions pop up dialog
Confirmation Pop Up Dialog			
70	Label	Save as draft/ Save Changes/ Submit Confirmation	Displaying Save as Draft/ Save Changes/ Submit Confirmation pop up dialog title
71	Label	Are you sure you want to save as draft/ save changes/ submit?	Displaying note for user
72	Button	Yes	To confirm user that they want to do the action
73	Button	No	To confirm user that they want to cancel the action

3.7 Operation Description

No	Operation Name	Description
1	Initial view of List of PO	The screen for List of PO: 1. Component Status;

Component	Name/Caption	Status	Remark
Drop down box	User Name	Active	
Drop down	Search Criteria	Active	
Field Text	Parameter	Active	
Date Picker	Start PO Creation Date	Active	
Date Picker	End PO Creation Date	Active	
Button	Search	Active	
Drop down box	Show Entries	Active	As initial by default number of show entries list that will be display is 10
Label	List of Purchase Order	Not Active	
Label	DSF Office	Not Active	
Label	Agreement Number	Not Active	
Label	Customer Name	Not Active	
Label	PO Number	Not Active	
Label	Supplier Name	Not Active	
Label	Item List	Not Active	
Label	Qty	Not Active	
Label	Item Price	Not Active	
Label	Created By	Not Active	
Label	Created Date	Not Active	
Label	Status	Not Active	
Label	Action	Not Active	
Label	PO status	Not Active	
Label	View PO	Active	
Button	Edit PO	Not Active	Active when PO

<table>
<tr><td></td><td></td><td>
<table>
<tr><td></td><td></td><td></td><td>status is draft or revised</td></tr>
<tr><td>Button</td><td>Print PO</td><td>Active</td><td>Active when PO status is submitted</td></tr>
<tr><td>Button</td><td>First Page</td><td>Not Active</td><td>Active when view is not the First Page</td></tr>
<tr><td>Button</td><td>Previous Page</td><td>Not Active</td><td>Active when view is not the First Page</td></tr>
<tr><td>Button</td><td>Page Number</td><td>Not Active</td><td></td></tr>
<tr><td>Button</td><td>Next Page</td><td>Active</td><td>Active depending on the current entry</td></tr>
<tr><td>Button</td><td>Last Page</td><td>Active</td><td>Active depending on the current entry</td></tr>
<tr><td>Button</td><td>Print Report</td><td>Active</td><td></td></tr>
</table>
</td></tr>
<tr><td>2</td><td>Display List of PO</td><td>
<u>Input:</u>
1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Select number of show list entries : 10, 25, 50, and 100

<u>Process:</u>
1. System will displays data on List of PO
2. Data that will be displayed are PO data based on the oldest PO creation date (TB_PRO_PO.PODate)
3. Based on Screen 1. List of PO, informations related to PO that will be displayed automatically are:
a. DSF Office (source: TB_PRO_PO.DSFOffice)
b. Agreement Number (source: TB_PRO_PO.AgreementNumber)
c. Customer Name (source: TB_PRO_PO.IdCustomer)
d. PO Number (source: TB_PRO_PO.PONumber)
e. Supplier Name (source: TB_PRO_PO.IdSupplier)
f. Item List (source: TB_PRO_PODtl depends on the item)
g. Qty (source: TB_PRO_PODtl.Qty)
h. OTR Price (source: TB_PRO_PODtl.OTRPrice)
i. Created By (source: TB_PRO_PO.CreatedBy)
j. Created Date (source: TB_PRO_PO.CreatedDate)
k. Last Update By (source: TB_PRO_PO.LastUpdateBy)
l. Last Update Date (source: TB_PRO_PO.LastUpdateDate)
m. Status (source: TB_PRO_PO.POStatus)
4. System will display data row based on selected show number entries

<u>Output:</u>
1. Display list of all PO data

<u>Alternative:</u>
N/A
</td></tr>
<tr><td>3</td><td>Searching PO at List of PO</td><td>
<u>Input:</u>
1. Access menu OLSS
</td></tr>
</table>

2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Select Search Criteria Drop down box and click among these:

Search Criteria	**Constraint Input**
PO Number	varchar
Agreement Number	varchar
DSF Office	varchar
Supplier Name	varchar
Customer Name	varchar
Item Name	varchar
Qty	Integer
Created By	date
PO Status	varchar

Constraint:

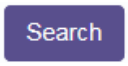
a. For Search Criteria which its Contraint Input is integer, Parameter field will be receive number only.
b. Validation of parameter based on the contraint value will be executed when user click search button

5. Select Start and End date period to filter based on the PO creation date

Constraint:

a. End PO Creation Date can not be less than Start PO Creation Date (the End PO Creation Date will be locked for the date before Start Date).
b. Start PO Creation Date can not be less than End PO Creation Date (the Start PO Creation Date will be locked for the date after End Date).
c. Validation will be executed when user click search button

6. Click Search button:



7. Select number of show list entries : 10, 25, 50, and 100

Process:

1. User can only choose one search criteria to be searched.
2. When user click search button, system will displays data on List of PO based on the selected criteria searching.

   Formula:

   a. If user input Criteria Searching, Criteria Searching Parameter, Start Date, and End Date period, system displays data based on selected criteria searching on selected range PO creation date.
   b. If user input both of Criteria Searching, Criteria Searching Parameter and Start Date, system displays data based on selected criteria searching start from selected PO creation date until the latest PO creation date.
   c. If user input both of Criteria Searching, Criteria Searching Parameter and End Date, system displays data based on selected criteria searching start from the oldest update date until selected update date.
   d. If user input Criteria Searching and its Parameter only, system

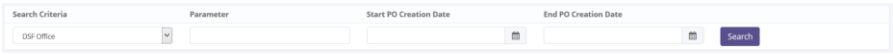
<table>
<tr><td></td><td></td><td>displays all of the PO data based on the criteria searching only.
3. Data that will be displayed are PO data based on the oldest PO creation date (TB_PRO_PO.CreatedDate)
4. Based on Screen 1. List of PO, informations related to PO that will be displayed automatically are:
a. DSF Office (source: TB_PRO_PO.DSFOffice)
b. Agreement Number (source: TB_PRO_PO.AgreementNumber)
c. Customer Name (source: TB_PRO_PO.IdCustomer)
d. PO Number (source: TB_PRO_PO.PONumber)
e. Supplier Name (source: TB_PRO_PO.IdSupplier)
f. Item List (source: TB_PRO_PODtl depends on the item)
g. Qty (source: TB_PRO_PODtl.Qty)
h. OTR Price (source: TB_PRO_PODtl.OTRPrice)
i. Created By (source: TB_PRO_PO.CreatedBy)
j. Created Date (source: TB_PRO_PO.CreatedDate)
k. Last Update By (source: TB_PRO_PO.LastUpdateBy)
l. Last Update Date (source: TB_PRO_PO.LastUpdateDate)
m. Status (source: TB_PRO_PO.POStatus)
5. For Qty field, the number will be align right.
6. For OTR Price, the number will be align right and use comma separator every 3 digits. OTR Price Header column should add its currency information (example: IDR) which is taken from Tb_OPL_Currency.
7. System will display data row based on selected show number entries.

<u>Output:</u>
1. Display list of all PO data based on the search result

<u>Alternative:</u>
N/A</td></tr>
<tr><td>4</td><td>Print Report</td><td><u>Input:</u>
1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Select Search Criteria Drop down boxand click among these:

<table>
<tr><th>Search Criteria</th><th>Constraint Input</th></tr>
<tr><td>PO Number</td><td>Varchar</td></tr>
<tr><td>Agreement Number</td><td>Varchar</td></tr>
<tr><td>DSF Office</td><td>Varchar</td></tr>
<tr><td>Supplier Name</td><td>Varchar</td></tr>
<tr><td>Customer Name</td><td>Varchar</td></tr>
<tr><td>Item Name</td><td>Varchar</td></tr>
<tr><td>Qty</td><td>Integer</td></tr>
<tr><td>Created By</td><td>Varchar</td></tr>
<tr><td>PO Status</td><td>Varchar</td></tr>
</table>

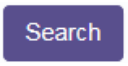
<u>Constraint</u>:
a. Validation of parameter based on the contraint value will be executed when user click search button.
5. Select Start and End date period to filter based on the PO creation date.</td></tr>
</table>



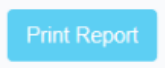
Constraint:

a. End PO Creation Date can not be less than Start PO Creation Date (the End PO Creation Date will be locked for the date before Start Date).
b. Start PO Creation Date can not be less than End PO Creation Date (the Start PO Creation Date will be locked for the date after End Date).
c. Validation will be executed when user click search button.

6. Click Search button:



7. List of data which will be printed will be shown at the list. To print those data as PO report, user should click Print Report button:



Process:

1. User can view list of PO data which will be printed, in the PO search result list.
2. Informations related to PO that will be printed are:
   a. DSF Office
   b. PO Number
   c. Agreement Number
   d. Dealer Name
   e. Customer Name
   f. Item List
   g. Qty
   h. OTR Price (IDR)
   i. Created By
   j. Created Date
   k. Last Update By
   l. Last Update Date
   m. Status
3. PO data will be sorted based on the oldest PO creation date at list of PO. The oldest creation date will listed on top.

Output:

1. Purchase Order Monthly Report will be saved as Purchase Order Report_mmddyyy_hhmm, where mmddyyy and hhmm is the time when button Print Report is clicked.

Alternative:

N/A

5 Initial view of Create PO

The screen for Create Purchase Order:

1. Component Status;

Component	Name/Caption	Status	Remark
Label	Create Purchase Order	Not Active	
Button	Back	Active	
Label	Created By	Not Active	

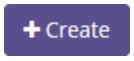
		Label	Creator Name	Not Active	
		Label	Created Date	Not Active	
		Label	PO Creation Date	Not Active	
		Label	Last Modified Date	Not Active	
		Label	Last Modifier Name	Not Active	
		Label	Last Modified Date	Not Active	
		Label	Last Modified Date	Not Active	
		Label	Purchase Order Information	Not Active	
		Text Box	Agreement Number	Active	Mandatory field marked as red
		Text Box	PO Number	Active	Automatic fill when user click save as or submit button
		Date Picker	Valid Until (mm/dd/yyyy)	Not Active	Automatic calculate, formula: PODate + valid days
		Text Box	Valid Days	Active	
		Text Box	Supplier Name	Active	Mandatory field marked as red
		Text Box	Expected Delivery Period (days)	Active	Mandatory field marked as red
		Text Box	UP	Active	Mandatory field marked as red
		Text Box	Delivery Place	Active	Mandatory field marked as red
		Label	Purchase Order Item	Not Active	
		Text Box	Number	Not Active	Automatic generate
		Text Box	Item Description	Not Active	Automatic generate from Agreement table based on nomor Agreement
		Text Box	Qty	Not Active	
		Text Box	OTR Price (IDR)	Not Active	
		Text Box	Total Price	Not Active	Automatic calculate, formula: Qty * OTR Price
		Text Box	Total Net PO	Not Ative	Automatic calculate, formula: Sum PODate + valid days
		Button	Add Items	Active	System will add new row

				at Purchase Order item list table
		Text Box	Parametereter at Terms and Condition	Active	
		Text Box	New Text field at Terms and Condition	Active	
		Button	+	Active	
		Button	-	Active	
		Button	Save as Draft	Active	
		Button	Submit	Active	

6 Create PO

Input:

1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Click Create button



5. Fill all the field at PO form as stated below:

PO Form Field	Constraint Input	Source
Agreement Number	Varchar	OPLAgreement.AgreementNumber
PO Number	Varchar	System generated
Valid Days	Integer	Default value = 7
Valid Until	Date	System generated
Supplier Name	Varchar	TB_MKT_SKD.IdSupplier
Expected Delivery Period	Integer	System generated
Delivery Place	Varchar	User input
UP	Varchar	User input
Terms and Condition Parametereter	Varchar	TB_PRO_POTc, TB_PRO_POTcParameter

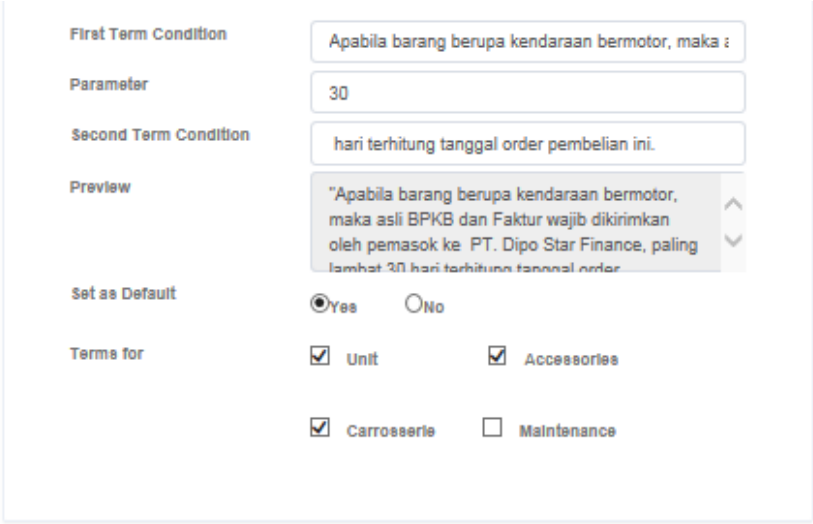
Constraint:

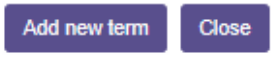
a. Hint "Input with number" will appear for PO Form field which Constraint input is Integer when user hover to the textfield or the textfield is active.
b. Every field inputted cannot exceed maximum length defined in database system.

6. To add new Term & Condition, click on + button at Terms and Conditions area, and a new row of Term and Condition will be displayed.

7. Click on the search button to display Terms and Conditions pop up dialog. At Terms and Conditions pop up dialog, fill the search text box with search key, and click search button to search existing term which contains the search key, Screen 5.
8. To add new term, click on define new term button at Terms and Condition Modal dialog.
   When Screen 6. Add New Term & Condition has been displayed, fill it with the desired term and Parametereter. The new defined Term

& Condition will be displayed at Preview Text box. Choose one at the radio button group whether new defined Term & Condition will be shown as default Term & Condition at Create PO screen.

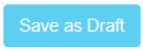




Initiate the new defined Term & Condition is created for which PO type, Unit, Carrosserie, Accessories or Maintenance or its combination.
Finally click the Add new term button again to save the new defined term to database.
To display the new created Term & Condition, user need to search it again at Screen 5 Search Terms and Conditions Modal Dialog.

9. If user wants to delete certain Terms & Condition, user needs to click – button at the desired row.

10. Click Save as Draft button to save the new created PO which can be edited later.



11. When user click Save as Draft button, confirmation dialog at screen 8 with 'Are you sure you want to save as draft?' message will be displayed.
    <u>Constraint</u>:
    a. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be displayed after user click Yes button.
12. When user click Submit button to submit the new created PO. The submitted PO will proceed its process to Purchase Order Approval process.

13. When user click Submit button, confirmation dialog at screen 8 with

'Are you sure you want to submit?' message will be displayed.

Constraint:

a. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be displayed after user click Yes button.

Process:

1. System will display Create PO screen when click Create button.
2. When user click the search button for Agreement Number filed, system will display screen 3 which listed all approved agreement number which doesn't has any PO created yet or for multiple PO case, all PO hasn't completely created yet.
3. When Agreement Number value has been filled, system will load these informations which is related to that agreement from Tb_MKT_OPLAgreement table:
   a. DSF Office
   b. Supplier Name
   c. Item Description
   d. Qty
   e. OTR Price
4. When user clicked the search button for Supplier Name filed, system will display screen 4 which listed all Suppliers at SKD which is related to the inputed agreement number.
5. When Agreement Number and Supplier Name field already filled, these field will be filled automatically:

PO Form Field	**Source**
Number	Automatic sequence Number
Item Description	Formula: Taken from OPLAgreement table. Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field
Qty	
OTR Price (IDR)	For product item. Formula: Taken from OPLBasicCondition.ProductPrice Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field For Carrosserie item. Formula: Taken from OPLBasicCondition.Carrosserie Price Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and Supplier Name field For Accessories item. Formula: Taken from OPLBasicCondition. AccessoriesPrice Where AgreementNumber and IdSupplier is same with the inputed value at Agreement Number and

	Supplier Name field For Maintenance item. Formula: Taken from OPLMaintenanceCondition. TotalMaintenanceAmmount where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber
Total Price	Automatic calculation. Formula: TB_PRO_PODtl.Qty* TB_PRO_PODtl.OTR Price
Total Net PO	Automatic calculation. Formula: Sum(Total Price)

Constraint:

a. For maintenance product, the Item description column will have these information:

Maintenance Info	**Source**
Maintenance Type	Product.ModelName and OPLBasicCondition.Maintenancetype where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber
Maintenance Item	OPLBasicCondition.ProductCode where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber
Maintenance Period	Formula: OPLBasicCondition.EndPeriod - OPLBasicCondition.StartPeriod where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber

b. Item Description for PO Maintenance, should be displayed as below:

Purchase Order Item

Number	Item Description	Qty	OTR Price	Total Price
1	Full Maintenance Service for Mitsubishi FE 5HD Dump 36 bulan	1	Rp Rp.195.000.000	Rp Rp.195.000.000
Total Net PO				Rp Rp.195.000.000

6. User should fill valid days with total days of PO active date value, but system will set it with its default value, 7.
7. System will generate PO expiration date automatically based on PO creation date and Valid Days value.
8. For Expected Delivery Period field, user should fill it as the total days of expected delivery period. As initiate, system will set it with its default value, 30.
9. When user click save as draft or submit button, system will fill PO Number field automatically. Set PO Number with this Formula:

   No. PO : 10000/PO/XXX/Branch/MONTH/YEAR

   Description :

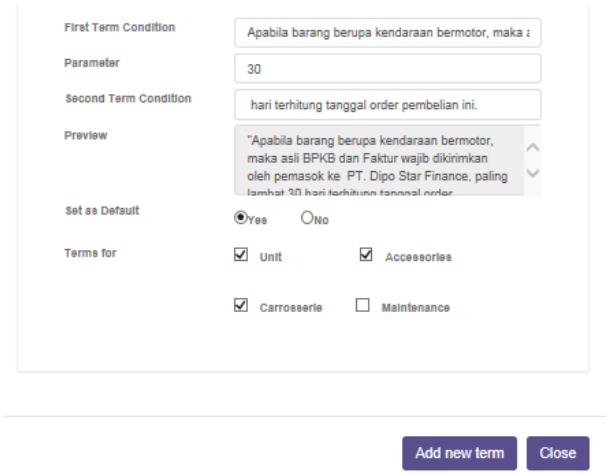
- The first 5 digits show the sequence number of the PO document. This number will increments whenever new PO document is created and it will be reseted every year. Formula: The lastest sequence number could be taken from Tb_SYS_NumberingFormat.Identifier where Tb_SYS_NumberingFormat.DocumentCode = 'PO'.
- The document code for PO document is 'PO'. The value taken from Tb_SYS_NumberingFormat.DocumentCode.
- XXX is a code for the PO document type.
  a. UNT represents PO document for unit. Formula: isUnit = true
  b. ACC represents PO document for accessories. Formula: isAccessories = true
  c. CAR represents PO document for carrosserie. Formula: isCarrosserie = true
  d. MNT represents PO document for maintenance. Formula: isMaintenance = true
  e. UNK represents PO document for unit and carrosserie Formula: isUnit = true && isCarrosserie = true
  f. UNA represents PO document for unit and accessories. Formula: isUnit = true && isAccessories = true
  g. KAC represents PO document for carrosserie and accessories. Formula: isCarrosserie = true && isAccessories = true
  h. ALL represents PO document for unit, carrosserie and accessories. Formula: isCarrosserie = 1 && isAccessories = true && isUnit = true
- The code 'Branch' will be substituted by OPL Branch/DSF Office's code. Formula: Tb_OPL_Branch.BranchShortName
- The code 'MONTH' will be substituted by 2 digits of month (mm) when the PO document is Submitted. Formula: This code should be taken from Tb_SYS_NumberingFormat.Month
- The code 'YEAR' will be substituted by 4 digits of year (yyyy) when the PO document is created. Formula: This code should be taken from Tb_SYS_NumberingFormat.Year

The example of PO Number is: 10000/PO/UNT/JKT/12/2015

10. For Terms and Condition, system will display default Parametereterized Terms and Conditions from Tb_PRO_POTc table which Tb_PRO_POTc.isDefault = true, and based on the combination of isUnit = true, isAccessories = true, isCarrosserie = true, isMaintenance = true. The value at Parametereter textfield is taken from DefaultValue field.
11. At Terms and Conditions area, when user click + button to add new Term and condition, system will generate new row of search box and a sequence number at Number column.
12. When user click the search box button, a pop up will be displayed and listed all the created Terms and Conditions at Tb_PRO_POTc table.
13. If user find their desired Term and Condition, user only need to click the Term and Condition row. When user click their desired the Term

and Condition row,

14. If user can't find their desired Term and Condition, user will click Add New Term button. When the button is clicked, system will display Screen 6 Add New Term & Condition, form which need to be filled by user to create a new Term.
15. When user type at First Term Condition, Parameter and Second Term Condition, it would displayed at Preview dissabled textfield on a real time. It will help user to design their desired Term, which could be Parameterized or not.
    The value of Set as Default option should be inserted to Tb_SYS_POTc.isDefault. The value of terms for checkbox should be inserted to Tb_SYS_POTc.isUnit, Tb_SYS_POTc.isAccessories, Tb_SYS_POTc.isCarrosserie and Tb_SYS_POTc.isMaintenance.
    If First Term Condition, Parametereter or Second Term Condition has been filled, when user click Add new term button, System will:
    - Save the created Term and Condition into Tb_SYS_POTc table.
    - Close the modal dialog.



16. When user click – button, system will delete the Term and condition row which – button is clicked. And the sequence number at No column will change as its sequence.

17. When Submit button is clicked, System will save data at Create PO screen to the following table:

PO Form Field	Saved into
Agreement Number	TB_PRO_PO.AgreementNumber
PO Number	TB_PRO_PO.PONumber
Valid Days	TB_PRO_PO.ValidDays
Supplier Name	TB_PRO_PO.IdSupplier
Delivery Place	TB_PRO_PO.DlvPlace
UP	TB_PRO_PO.Up
Terms and Condition Parametereter	TB_PRO_POTc, TB_PRO_POTcParameter

18. When Submit button is clicked, System will add a new Log of PO

action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	Value
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Submitted

19. When Save as Draft button is clicked, System will add a new Log of PO action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	Value
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Save as darft

20. When PO data changes its status to Submitted, it will also update the date value of PODate at table Tb_PRO_PO. This PODate will be printed at PO print form.
21. History Data will be stored in the table Tb_PRO_PO_History and Tb_PRO_PO_History_Dtl where Tb_PRO_PO_History_Dtl is Tb_PRO_PO added Tb_PRO_PO_History.Id Tb_PRO_PO_History as a foreign key.

Output:
1. There's a new row of new created PO data at **List of PO** screen which its status is submitted.
2. Display success message on top of List of PO when PO data has been submitted or save as draft successly:
   "Success! PO Number: 10000/PO/UNT/JKT/10/2015 has been successfully updated"

Alternative:
N/A

7 Initial view of Edit PO

The screen for Edit Purchase Order:
1. Component Status;

Component	Name/Caption	Status	Remark
Label	Create Purchase Order	Not Active	
Button	Back	Active	
Label	Created By	Not Active	
Label	Creator Name	Not Active	
Label	Created Date	Not Active	
Label	PO Creation Date	Not Active	
Label	Last Modified Date	Not Active	
Label	Last Modifier Name	Not Active	
Label	Last Modified Date	Not Active	
Label	Last Modified Date	Not Active	
Label	Purchase Order	Not Active	

			Information		
		Text Box	Agreement Number	Not Active	Mandatory field marked as red
		Text Box	PO Number	Not Active	Automatic fill when user click save as or submit button
		Date Picker	Valid Until (mm/dd/yyyy)	Not Active	Automatic calculate, formula: PODate + valid days
		Text Box	Valid Days	Active	
		Text Box	Supplier Name	Not Active	Mandatory field marked as red
		Text Box	Expected Delivery Period (days)	Active	Mandatory field marked as red
		Text Box	UP	Active	Mandatory field marked as red
		Text Box	Delivery Place	Active	Mandatory field marked as red
		Label	Purchase Order Item	Not Active	
		Text Box	Number	Not Active	Automatic generate
		Text Box	Item Description	Not Active	Automatic generate from Agreement table based on nomor Agreement
		Text Box	Qty	Not Active	
		Text Box	OTR Price	Not Active	
		Text Box	Total Price	Not Active	
		Text Box	Total Net PO	Not Ative	Automatic calculate, formula: Sum PODate + valid days
		Text Box	Parametereter at Terms and Condition	Active	
		Text Box	New Text field at Terms and Condition	Active	
		Button	+	Active	
		Button	-	Active	
		Label	User Name	Not Active	
		Label	Date	Not Active	
		Label	Status	Not Active	
		Button	Save Changes	Active	
		Button	Submit	Active	
8	Edit PO	<u>Input:</u> 1. Access menu OLSS			

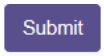
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Click on edit icon at the row of List of Purchase Order table which PO data's status is **draft** or **revised**

5. When Edit PO screen has been displayed, user only can set these field:

PO Form Field	**Constraint Input**
Valid Days	Integer
Expected Delivery Period	Integer
Delivery Place	Varchar
UP	Varchar
Terms and Condition	Varchar

Constraint:
   a. Hint "Input with number" will appear for PO Form field which Constraint input is Integer.
   b. Every field inputted cannot exceed maximum length defined in database system
6. When user already edited the data, but want to edit it later, user can click Save Change button.

7. When user click Submit button, confirmation dialog at screen 8 with 'Are you sure you want to save as changes?' message will be displayed.
   Constraint:
   a. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be generated (notification "This field is required" for mandatory field) after user click Yes button.
8. When Edit PO screen has been displayed and user already edited the data, and want to proceed to Purchase Order Approval process, user can click Submitted.
9. When user click Submit button, confirmation dialog at screen 8 with 'Are you sure you want to submit?' message will be displayed.



   Constraint:
   a. If clicked with any of the field still hasn't meet the validation criteria, every notification message for validation below the field will be generated after user click Yes button.

Process:
1. Edit icon only enabled for PO data which its status is **draft** or **revised**.
2. System will display Edit PO screen when user click Edit icon at the row of List of Purchase Order table which PO data's status is **draft** or **revised**.
3. System will convert the PO data to excel or PDF depends on user choice when user click convert to button.

4. System will print PO data as a hardcopy when user click print button at Print form preview.
5. When Submit button is clicked at Edit PO screen, system will display a notification pop up and do the validation process when yes button is clicked. If the data valid and submit process is done, PODate value at TB_PRO_PO table will be changed to the date when the Submit process is done. This PODate will be printed at PO print form.
6. When submit button is clicked, System will add a new Log of PO action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	**Value**
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Submitted

7. When save change button is clicked, System will add a new Log of PO action to Tb_PRO_PO_History. Data which should be inserted are:

Field Name	**Value**
ProcessId	New GUID
OriginalId	Tb_PRO_PO.IdTb_PRO_PO
CreatedDate	Sys.CurrentDate
CreatedBy	Sys.CurrentUser
Action	Tb_OPL_Status.StatusCode = Save changes

Output:
1. The row of edited PO data at List of PO screen will change its status to **submitted** when Submit button is clicked and **revised** when Save Changes button is clicked.
2. Display success message on top of List of PO when PO data has been submitted or save changes successly:
   "Success! PO Number: 10000/PO/UNT/SBY/11/2015 has been successfully updated"

Alternative:
N/A

8 Print PO

Input:
1. Access menu OLSS
2. Hover to menu Procurement
3. Click on List of Purchase Order sub menu
4. Click on Print icon at the row of List of Purchase Order table which PO data's status is **submitted**

5. Click Print button to preview PO data document which will be printed.
6. At print form preview, click print button to print PO data as a hardcopy.

Process:

		1. System will display a preview of PO document which will be printed. 2. System will convert the PO data to excel or PDF depends on user choice when user click convert to button. 3. System will print PO data as a hardcopy when user click print button at Print form preview, where PO creation date is taken from PODate's value at TB_PRO_PO table. <u>Output:</u> 1. A hardcopy, excel or pdf file of PO document print form. <u>Alternative:</u> N/A
9	System error message	<u>Process:</u> 1. Any kind of errors outside of application validation or that which cannot be handled by application such as errors when communication with Database, bugs, overloop, etc will generate error message: "System error. Please contact your administrator" <u>Output:</u> 1. A page with system error message will appear.

3.8 Data Structure

TB_PRO_PO

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Primary Key***	No	No
PONumber	*Varchar*	*10*	Tb_PRO_PO.PONumber	*System gereate automatically, it should detect which is true at these column field: isUnit, isCarrosserie, isAccessories, isMaintenance for one agreement*	No	Yes
AgreementNumber	*Varchar*	*50*	OPLAgreement.AgreementNumber	*Where TB_PRO_PO.IdOPLAgreement = OPLAgreement.IdOPLAgreement*	No	Yes
DSFOffice	*Varchar*	*5*	TB_OPL_Branch.BranchShortName	*Where TB_PRO_PO.BranchId =* TB_OPL_Branch.IdTb_OPL_Branch	No	Yes
SupplierName	*Varchar*	*50*	Supplier.SupplierName	*Where TB_PRO_PO.IdSupplier = Supplier.IdSupplier AND OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber AND OPLAgreement.IdSKD =*	No	Yes

				TB_MKT_SKD.IdSKD		
CustomerName	*Varchar*	*50*	Customer.CustomerName	*Where TB_PRO_PO.IdCustomer = Customer.CustomerName*	No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_PO.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PO.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
POStatus	*Char*	*3*	TB_PRO_PO.POStatus	*Value taken from TB_OPL_Status.IdTB_OPL_Status*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PO.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PO.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
ExpDate	*Datetime*	*N/A*	TB_PRO_PO.ExpDate	*Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_PO.isDelete	*This field is used to hide some row data on the list but not deleted it*	Yes	No
RemarksSys	*Varchar*	*100*	TB_PRO_PO.RemarksSys	*This field is used to give a reason why isDelete = 1*	Yes	No
IdProcess	*Integer*	*10*	TB_PRO_PO.IdProcess	*This field is used to identifier for workflow*	No	Yes
DeliveryPeriod	*Integer*	*10*	TB_PRO_PO.DlvPeriod	*Value for Expected Delivery Period field*	No	Yes
DeliveryPlace	*Varchar*	*200*	TB_PRO_PO.DlvPlace		No	Yes
ApprovalDate	*Datetime*	*N/A*	TB_PRO_PO.ApprovalDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
PODate	*Datetime*	*N/A*	TB_PRO_PO.PODate	*This field is used to set the PO date which will be printed on the PO document. Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
UP	*Varchar*	*20*	TB_PRO_PO.POUP		No	Yes
PORemarks	*Varchar*	*500*	TB_PRO_PO.PORemarks	*This field is used to save remarks field when there's a revision or to reject PO*	No	Yes

TB_PRO_PODtl

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTb_PRO_PODtl	*Int*	*N/A*	Tb_PRO_PODtl.IdTb_PRO_PODtl	***Primary Key***	No	Yes
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	Yes
isUnit	*Boolean*	*N/A*	TB_PRO_PODtl.isUnit		No	Yes

isAccessories	*Boolean*	*N/A*	TB_PRO_PODtl. isAccessories		No	Yes
isCarrosserie	*Boolean*	*N/A*	TB_PRO_PODtl. isCarrosserie		No	Yes
isMaintenance	*Boolean*	*N/A*	TB_PRO_PODtl. isMaintenance		No	Yes
ProductCode	*Varchar*	*100*	OPLAgreementDetails.ProductCode	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.AgreementNumber	No	Yes
CarrosserieType	*Varchar*	*100*	OPLAgreementDetails.CarrosserieType	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.AgreementNumber	No	Yes
AccessoriesType	*Varchar*	*100*	OPLAgreementDetails.AccessoriesType	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.AgreementNumber	No	Yes
MaintenanceType	*Varchar*	*100*	Product.ModelName and OPLBasicCondition.Maintenancetype	where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber	No	Yes
MaintenanceItem	*Varchar*	*100*	OPLBasicCondition.ProductCode	where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber	No	Yes
MaintenancePeriod	*Varchar*	*100*	OPLBasicCondition.EndPeriod - OPLBasicCondition.StartPeriod	where OPLBasicCondition.AgreementNumber = TB_PRO_PO.OPLAgreementNumber	No	Yes
Qty	*Integer*	*10*	OPLAgreementDtl.Qty	Where TB_PRO_PODtl.IdTb_PRO_PO = TB_PRO_PO.IdTB_PRO_PO AND TB_PRO_PO.AgreementNumber = OPLAgreement.Agreement	No	Yes
OTRPrice	*Integer*	*20*	TB_MKT_SKDDtl.Price	Where OPLAgreement.Agree	No	Yes

				mentNumber = TB_PRO_PO. AgreementNumber AND OPLAgreement.IdSKD = TB_MKT_SKD.IdSKD		
CreatedBy	*Varchar*	*25*	TB_PRO_PODtl.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PODtl.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PODtl.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PODtl.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_PODtl. isDelete		No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_PODtl.RemarksSys		No	Yes
ListCategory	*Varchar*	*10*	TB_PRO_PODtl.ListCategory		No	Yes

TB_PRO_POTc

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTb_PRO_POTc	*Int*	*N/A*	Tb_PRO_POTc.IdTb_PRO_POTc	***Primary Key***	No	Yes
TermDescrFirst	*Varchar*	*150*	TB_PRO_POTc. TermDescrFirst		No	Yes
TermDescrLast	*Varchar*	*150*	TB_PRO_POTc. TermDescrLast		No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_POTc.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_POTc.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDefault	*Boolean*	*N/A*	TB_PRO_POTc.isDefault		No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_POTc.isDelete		No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_POTc.RemarksSys		No	Yes
isUnit	*Boolean*	*N/A*	TB_PRO_POTc.isUnit		Yes	No
isAccessories	*Boolean*	*N/A*	TB_PRO_POTc.isAccessories		Yes	No
isCarrosserie	*Boolean*	*N/A*	TB_PRO_POTc. isCarrosserie		Yes	No
isMaintenance	*Boolean*	*N/A*	TB_PRO_POTc. isMaintenance		Yes	No

TB_PRO_POTcParameter

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
IdTB_PRO_POTcParameter	*Varchar*	*N/A*	TB_PRO_POTcParameter.IdTB_PRO_POTcParameter	***Primary Key***	No	Yes
IdTb_PRO_POTc	*Int*	*N/A*	Tb_PRO_POTc.IdTb_PRO_POTc	***Foreign Key***	No	Yes
IdTb_PRO_PO	*Int*	*N/A*	Tb_PRO_PO.IdTb_PRO_PO	***Foreign Key***	No	Yes
ParameterValue	*Varchar*	*50*	TB_PRO_POTcParameter.ParameterValue		No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_POTcParameter.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_POTcParameter.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_POTcParameter.isDelete		No	Yes
RemarksSys	*Varchar*	*100*	TB_PRO_POTcParameter.RemarksSys		No	Yes

Tb_PRO_PO_History

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Varchar*	*N/A*	Tb_PRO_PO_History.ProcessId	***Primary Key*** New guid	No	Yes
OriginalId	*Int*	*N/A*	Tb_PRO_PO_History.OriginalId	Tb_PRO_PO.IdTb_PRO_PO	No	Yes
CreatedDate	*Datetime*	*N/A*	Tb_PRO_PO_History.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
CreatedBy	*Varchar*	*25*	Tb_PRO_PO_History.CreatedBy	Sys.CurrentUser	No	Yes
Action	*Varchar*	*100*	Tb_PRO_PO_History.Action		No	Yes

Tb_PRO_PO_History_Dtl

Field Name	*Data Type*	*Length*	*Source*	*Remarks*	*Nullable*	*Mandatory*
ProcessId	*Int*	*N/A*	Tb_PRO_PO_History_Dtl.ProcessId	***Primary Key*** New guid	No	No
PONumber	*Varchar*	*10*	Tb_PRO_PO.PONumber	*System gereate automatically, it should detect which is true at these column field: isUnit, isCarrosserie, isAccessories, isMaintenance for one agreement*	No	Yes
AgreementNum	*Varchar*	*50*	OPLAgreement.	*Where*	No	Yes

ber			AgreementNumber	*TB_PRO_PO.IdOPLAgreement = OPLAgreement.IdOPLAgreement*		
DSFOffice	*Varchar*	*5*	TB_OPL_Branch.BranchShortName	*Where TB_PRO_PO.BranchId =* TB_OPL_Branch.IdTb_OPL_Branch	No	Yes
SupplierName	*Varchar*	*50*	Supplier.SupplierName	*Where TB_PRO_PO.IdSupplier = Supplier.IdSupplier AND OPLAgreement.AgreementNumber = TB_PRO_PO.AgreementNumber AND OPLAgreement.IdSKD = TB_MKT_SKD.IdSKD*	No	Yes
CustomerName	*Varchar*	*50*	Customer.CustomerName	*Where TB_PRO_PO.IdCustomer = Customer.CustomerName*	No	Yes
CreatedBy	*Varchar*	*25*	TB_PRO_PO.CreatedBy		No	Yes
CreatedDate	*Datetime*	*N/A*	TB_PRO_PO.CreatedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
Status	*Varchar*	*10*	TB_PRO_PO.POStatus	*Value taken from TB_OPL_Status.IdTB_OPL_Status*	No	Yes
LastModifiedBy	*Varchar*	*25*	TB_PRO_PO.LastModifiedBy		No	Yes
LastModifiedDate	*Datetime*	*N/A*	TB_PRO_PO.LastModifiedDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
ExpDate	*Datetime*	*N/A*	TB_PRO_PO.ExpDate	*Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
isDelete	*Boolean*	*N/A*	TB_PRO_PO.isDelete	*This field is used to hide some row data on the list but not deleted it*	Yes	No
RemarksSys	*Varchar*	*100*	TB_PRO_PO.RemarksSys	*This field is used to give a reason why isDelete = 1*	Yes	No
IdProcess	*Integer*	*10*	TB_PRO_PO.IdProcess	*This field is used to identifier for workflow*	No	Yes
DeliveryPeriod	*Integer*	*10*	TB_PRO_PO.DlvPeriod	*Value for Expected Delivery Period field*	No	Yes
DeliveryPlace	*Varchar*	*200*	TB_PRO_PO.DlvPlace		No	Yes
ApprovalDate	*Datetime*	*N/A*	TB_PRO_PO.ApprovalDate	*Sys.CurrentDate Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
PODate	*Datetime*	*N/A*	TB_PRO_PO.PODate	*This field is used to set the PO date which will be printed on the PO document. Format "YYYY-MM-DD hh:mm:ss.[nnn]"*	No	Yes
UP	*Varchar*	*20*	TB_PRO_PO.POUP		No	Yes

PORemarks	*Varchar*	*500*	TB_PRO_PO.PO Remarks	*This field is used to save remarks field when there's a revision or to reject PO*	No	Yes

3.9 Screen Item List

PF.AC.1.1 PO

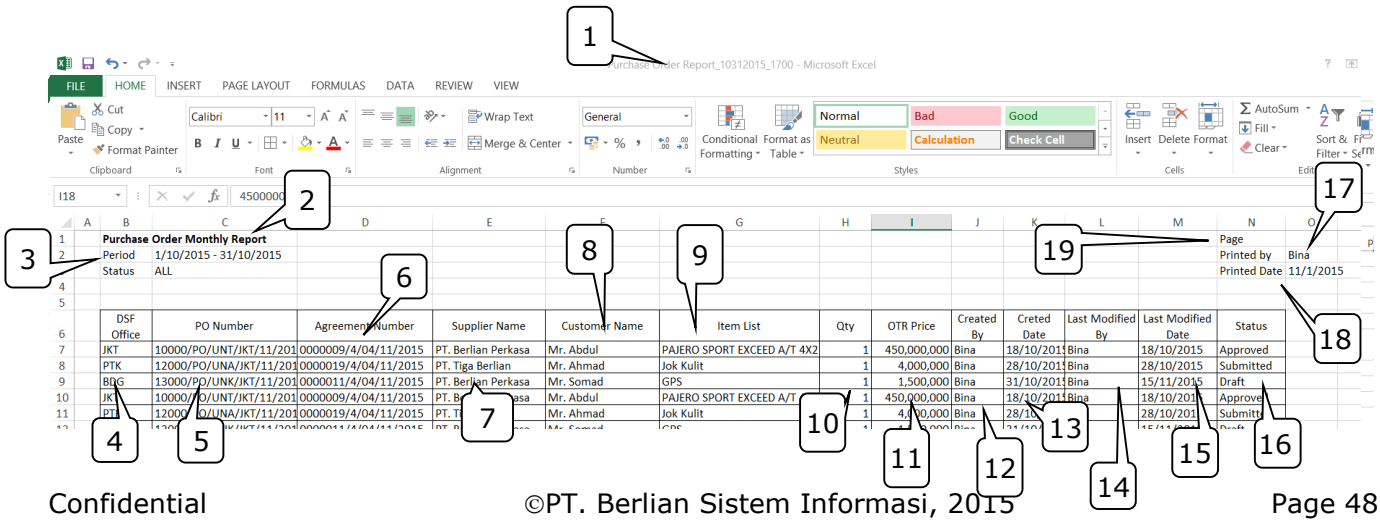
No.	*Content*	*Description*	*Source*	*Remarks*
1	Logo	DSF Logo	Embedded	
2	Company Address	DSF HO Address	REFF_OFFICE.OFFICE_ADDR	
3	Nomor PO	PO Number	TB_PRO_PO.PONumber	
4	Nomor Kontrak	Agreement Number	TB_PRO_PO.IdAgreement	
5	Tanggal terbit	Date	TB_PRO_PO.PODate	
6	Nama Supplier	Supplier Name	TB_PRO_PO.IdSupplier	
7	UP	PIC of the Supplier	TB_PRO_PO.POUp	
8	Alamat	Supplier Adress	Supplier.Adress	
9	Nomor	Number	Auto sequence number	
10	Deskripsi Item	Item Description	TB_PRO_PODtl.Id TB_PRO_PO	Based on flag in isUnit, isCarrosserie, isAccessories, isMaintenance
11	Jumlah	Quantity	TB_PRO_PODtl.Qty	
12	Harga OTR	OTR Price	TB_PRO_PODtl.OTRPrice	
13	Total	Total Price of PO	Sum of Qty * OTR Price	
14	Terbilang	Total price in Indonesian	System generate from Total Price	
15	Dikirimkan kepada	Destination of item which is ordered	TB_PRO_PO.IdCustomer	
16		Delivery address for item which is ordered	TB_PRO_PO.IdSupplier	
17	Syarat Pembelian	Terms & Condition	TB_PRO_POTerms.IdTB_PRO_PO	
18	Supplier Name	Supplier Name	TB_PRO_PO.IdSupplier	
19	PT. Dipo Star Finance	PT. Dipo Star Finance	Fixed value	
20	CAP & TANDA TANGAN PEJABAT PERUSAHAAN	CAP & TANDA TANGAN PEJABAT PERUSAHAAN	Fixed value	

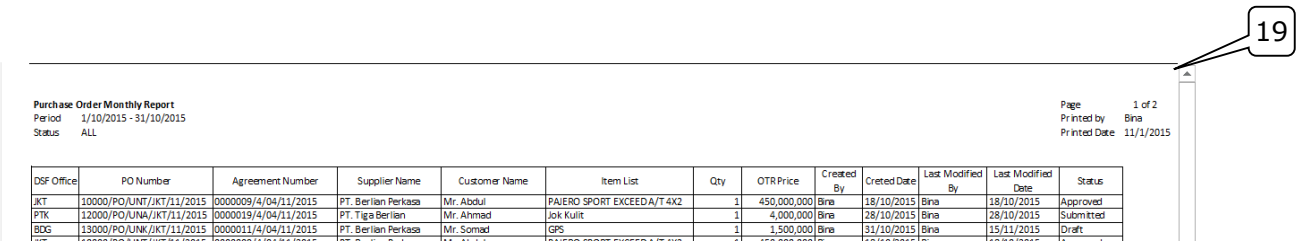
21	Directur Name	Directur Name	TB_OPL_Employee.IdEmployee	
22	Direktur	Approval Role	Role.IdRole	

RPT.AC.1.1 PO Monthly Report

No.	*Content*	*Description*	*Source*	*Remarks*
1	File Name	*Varchar*	System Automatic generate	Purchase Order Report_mmddyyy_hhmm where mmddyyy and hhmm is the time when button Print Report is clicked
2	Report Title	Varchar	System defined	Purchase Order Monthly Report
3	Periode	Varchar	Start and End PO Creation Date at Search Criteria text field	
4	DSF Office	DSF Office of the PO data	TB_PRO_PO.DSFOffice	Tb_OPL_Branch.BranchShortName
5	PO Number	PO Number	TB_PRO_PO.PONumber	

6	Agreement Number	Agreement Number	TB_PRO_PO.IdAgreement	
7	Supplier Name	Supplier Name	TB_PRO_PO.IdSupplier	
8	Customer Name	Customer Name	TB_PRO_PO.IdCustomer	
9	Item List	Item Description	TB_PRO_PODtl.Id TB_PRO_PO	Based on flag in isUnit, isCarrosserie, isAccessories, isMaintenance
10	Qty	Quantity	TB_PRO_PODtl.Qty	
11	OTR Price	*Integer*	TB_PRO_PODtl.OTRPrice	
12	Created By	*Varchar*	TB_PRO_PO.CreatedBy	
13	Created Date	*Date*	TB_PRO_PO.CreatedDate	
14	Last Modified By	*Varchar*	TB_PRO_PO.LastModifiedBy	
15	Last Modified Date	*Date*	TB_PRO_PO.LastModifiedDate	
16	Status	*Varchar*	TB_PRO_PO.POStatus	
17	Printed By	*Varchar*	User.UserName	<u>Formula:</u> Username is the one who login at system and click the Print Report button
18	Printed Date	*Date*	System Automatic generate	
19	Page	*Varchar*	System Automatic generate	<u>Formula:</u> N of X where N is the current page and X is the total page of documents
20	Status	*Varchar*	System Automatic generate	<u>Formula:</u> ALL: List all PO document status Approved: List all PO document which status is Approved*. *could be change for other status of PO document.

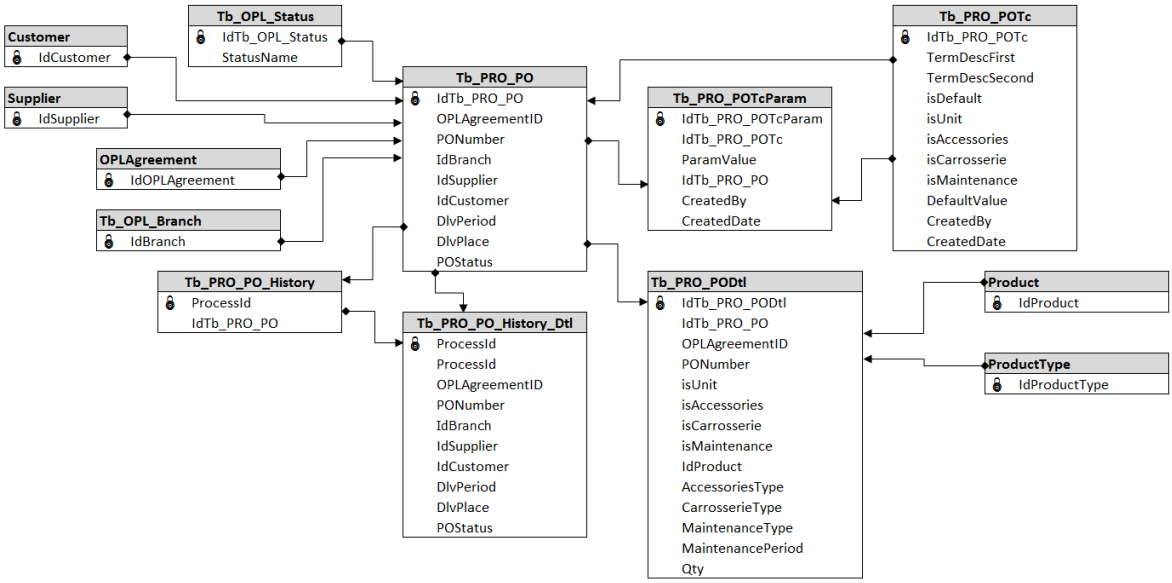




DSF Office	PO Number	Agreement Number	Supplier Name	Customer Name	Item List	Qty	OTR Price	Created By	Creted Date	Last Modified By	Last Modified Date	Status
JKT	10000/PO/UNT/JKT/11/2015	0000009/4/04/11/2015	PT. Berlian Perkasa	Mr. Abdul	PAJERO SPORT EXCEED A/T 4X2	1	450,000,000	Bina	18/10/2015	Bina	18/10/2015	Approved
PTK	12000/PO/UNA/JKT/11/2015	0000019/4/04/11/2015	PT. Tiga Berlian	Mr. Ahmad	Jok Kulit	1	4,000,000	Bina	28/10/2015	Bina	28/10/2015	Submitted
BDG	13000/PO/UNK/JKT/11/2015	0000011/4/04/11/2015	PT. Berlian Perkasa	Mr. Somad	GPS	1	1,500,000	Bina	31/10/2015	Bina	15/11/2015	Draft

Note:
Content number 2,3,17,18,19 will be page header format and will be printed in every page.

3.10 Entity Relationship Diagram



APPENDIX

Configuration Access for Purchase Order Creation and Management:

User	DSF Office	Functions					
		Display List	Create	Edit	View	Print Form	Print Report
PIC OPL HO/Branch	One	V	V	V	V	V	V
	Area						
	All						
Marketing Officer	One	V			V	V	V
	Area						
	All						
Head of Branch	One	V			V	V	V
	Area						
	All						
Head of Department	One						
	Area						
	All	V			V	V	V
Regional Manager	One						
	Area	V			V	V	V

	All						
Advisor	One						
	Area						
	All	V			V	V	V
Director	One						
	Area						
	All	V			V	V	V
President Director	One						
	Area						
	All	V			V	V	V
Shareholder's Meeting	One						
	Area						
	All	V			V	V	V

Legend:
V = Have the access