Projects

Project

Project name:

Customer:

Product line:

Job No.	Service	Source	Target	count	unit	Rate	Total Revenue	Currency	Status	PO No.
PM- 01- Zone-Brandn – Job code										
PM- 02- Zone-Brandn – Job code										
PM- 03- Zone-Brandn – Job code										

Job

Project name: (Subject of the mail)

Project code: PM- 01- TimeZone- Brandname

Service:

Subject matter:

Source:

Target:

Price list table

Volume: ☐

Revenue: ☐

Assign

Project code: PM- 01- TimeZone- Brandname- Service code -

Task type:

Source:

Target: dialect:

} Those data derived from the job info.

Start date:

Delivery date:

Vendor name: ☐

Count: ☐   unit: ☐   Rate: ☐

Total cost: ☐   Currency: ☐

Attach ☐

Text box ☐

Assign

Once you press assign, you get a new Window as shown above to assign your vendors.

You can press Assign Several times to assign more than one vendor

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	Vendor Name	Task type	Start date	Delivery date	Count	unit	Rate	Total cost	Currency	VPO or task No.
Vendor 1	Ahmed	Translation								
Vendor 2	Mohamed	Revision								
Vendor 3										
Vendor 4										

Vendor page

Project code: PM- 01- TimeZone- Brandname- Service code – Job code

Task type:

<mark>**Source:**</mark>

<mark>**Target:**</mark>   **dialect:**

} Those data derived from the job info.

Start date:

Delivery date:

Vendor name: ☐

Count: ☐   **unit:** ☐   **Rate:** ☐

Total cost: ☐   **Currency:** ☐

Attach ☐

Text box ☐

Assign