

## **INVENTORY**

## **VIEW READINGS ON PRIOR PART ISSUES**

This process enables you to check whether a current meter is within yield.

**Ribbon Access:** *Inventory > Request Approval* 

| •          | Ŧ         |              |             |            |           |                          | 10.00 75           |                |               | 1000     |           |       |        |         |           |           | × |
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| opo        |           |              |             |            |           |                          |                    | ST ALPHA - JUI |               |          |           |       |        |         | -         |           |   |
| Equ        | uipment a | and Location |             | Financ     | e and HR  |                          | Maintenance        | e and Projects |               | acturing | Procurer  | ment  | Sales  | Service | Reporting | Utilities | 2 |
| 283<br>69  | 223       |              |             |            |           | <b>x</b>                 | $\diamond$         | 5              | X             | 2        | ٩         |       |        |         |           |           |   |
| Categories | Parts     | BOMs         | Adjustments | Deliveries | Part Requ | ests Request<br>Approval | Return<br>Requests | Revaluations   | Stock<br>Take | Stock    | InTransit | Quara | antine |         |           |           |   |
| Ma         | aster     |              |             |            |           | L                        | Processing         |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
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|            |           |              |             |            |           |                          |                    |                |               |          |           |       |        |         |           |           |   |
| Open Windo | ows 🕶     |              |             |            |           |                          |                    |                |               |          |           |       |        |         | 04 Feb    | 2019      |   |

The *Part Request Approval* listing screen will be displayed.

- Select the *Site*.
  - In this image, *Durban* has been selected.



## View Readings on Prior Part Issues

| Image Layout       Image Layout <th< th=""><th>re Layout Workspaces Save Filter Approve Decline Warranty Durban Refresh<br/>Format Approve Decline Warranty Current Current CallDesc CallDesc CustomerCode Customer</th><th>out Workspaces Save Filter Approve Decline Warra</th><th>anty Refresh</th><th></th><th></th><th></th></th<> | re Layout Workspaces Save Filter Approve Decline Warranty Durban Refresh<br>Format Approve Decline Warranty Current Current CallDesc CallDesc CustomerCode Customer   | out Workspaces Save Filter Approve Decline Warra | anty Refresh                  |                                 |              |                        |
|--|--|--|-------------------------------|---------------------------------|--------------|------------------------|
| ag a column header here to proup by that column DodNo SourceType State ProjectRef ProjectDesc CallReference CallDesc CallDesc CallDesc CustomerCode CustomerCode CustomerCode CustomerName DCN0000064 Delveries - change unit cost DER001 Derton Technologies DCN0000061 Delveries - change unit cost DER001 Derton Technologies DCN0000061 Delveries - change unit cost DER001 Derton Technologies DCN0000061 Derton Technologies DCN0000061 Derton Technologies DCN0000061 Derton Technologies DCN0000072 Loan Unit - Auto Approve Off CON001 Dont Run with Scissor  | p a column header here to group by that column<br>DocNo SourceType State ProjectRef ProjectDesc CallReference CallDesc CallDesc CustomerCode CustomerName<br>El PQ00000604 WKOR N COLUMN COL | Format A Process                                 |                               |                                 |              |                        |
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| Option         SourceType         State         ProjectRef         ProjectDesc         CallReference         CallDesc         CustomerCode         CustomerCode         CustomerName           EP 000000604         WKOR         N         C         DCN000064         Deliveries - change unit cost         DER001         Derton Technologies           EP 000000612         WKOR         N         C         DCN000072         Loan Unit - Auto Approve Off         CON01         Consolidated           EP 000000613         WKOR         N         C         DCN0000073         Auto Approve Off - Loan Request         DON0001         Dont Run with Scisson   | SourceType         State         ProjectRef         ProjectDesc         CallReference         CallDesc         CustomerCode         CustomerCode         CustomerName           El PQ00000604         WKOR         N         C         DCN000064         Delveries - change unit cost         DER001         Derton Technologies           El PQ00000612         WKOR         N         C         DCN000072         Loan Unit - Auto Approve Off         CON01         Consolidated           El PQ00000613         WKOR         N         DCN000073         Auto Approve Off - Loan Request         DON0001         Dont Run with Scissors  |  |                               |                                 |              |                        |
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| E PQ00000613 WKOR N DCN0000073 Auto Approve Off - Loan Request DON0001 Dont Run with Scisson   | E PQ00000613 WKOR N DCN0000073 Auto Approve Off - Loan Request DON0001 Dont Run with Scissors  | 0000604 WKOR N                                   | DCN0000064                    | Deliveries - change unit cost   | DER001       | Derton Technologies    |
|  |  | 0000612 WKOR N                                   | DCN0000072                    | Loan Unit - Auto Approve Off    | CON001       | Consolidated           |
| PQ00000734 WKOR N PR30000004 Parial Issue Parial Issue HOP001 Hope Works   | PQ00000734 WKOR N PRJ0000004 Parial Issue Parial Issue HOP001 Hope Works   | 0000613 WKOR N                                   | DCN0000073                    | Auto Approve Off - Loan Request | DON0001      | Dont Run with Scissors |
|  |  | 0000734 WKOR N PRJ000                            | 0004 Parial Issue             | Parial Issue                    | HOP001       | Hope Works             |
|  |  |  |                               |                                 |              |                        |

- Select the part request relating to the meters you wish to view.
  - In this image, *PQ0000612* has been selected.

|                            |                  |                |                |              |                      | T ALPHA - JUDITH PC LOCAL       |                  |                        | × |
|----------------------------|------------------|----------------|----------------|--------------|----------------------|---------------------------------|------------------|------------------------|---|
| Home Equipment a           | nd Locations C   | Contract Finan | ice and HR Inv | ventory Main | tenance and Projects | Manufacturing Procurement       | Sales Service Re | porting Utilities — 🗗  |   |
| ave Layout Workspaces      | Save Filter A    | Approve Declin |                | Durban       | Refresh              |                                 |                  |                        |   |
| ag a column header here to | aroup by that or |                | S a            | Cu           | irien. 4             | ·r                              |                  |                        |   |
| DocNo                      | SourceType       | State          | ProjectRef     | ProjectDesc  | CallReference        | CallDesc                        | CustomerCode     | CustomerName           |   |
|                            | WKOR             | N              |                |              | DCN0000064           | Deliveries - change unit cost   | DER001           | Derton Technologies    |   |
| PQ00000612                 | WKOR             | N              |                |              | DCN0000072           | Loan Unit - Auto Approve Off    | CON001           | Consolidated           |   |
| PQ00000613                 | WKOR             | N              |                |              | DCN0000073           | Auto Approve Off - Loan Request | DON0001          | Dont Run with Scissors |   |
|                            | WKOR             | N              | PRJ0000004     | Parial Issue |                      | Parial Issue                    | HOP001           | Hope Works             |   |
| ₽Q00000734                 | WOR              |                |                |              |                      |                                 |                  |                        |   |
| ₽ PQ00000734               | TINK             |                |                |              |                      |                                 |                  |                        |   |



• Click on the *expand* button in the row of the selected part request.

|                        |               |            | Part Request Ap      | proval - BPO: | Version 2.1.0.69 - | TEST ALPHA - JUDITH PC LOCAL    |                  | - 🗆 ×                    |
|------------------------|---------------|------------|----------------------|---------------|--------------------|---------------------------------|------------------|--------------------------|
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| Save Layout Workspaces | Save Filter A |            | 3 🕅<br>dine Warranty | Durban        | Refresh            |                                 |                  |                          |
|                        |               |            |                      |               |                    |                                 |                  |                          |
| DocNo                  | SourceType    | State      | ProjectRef           | ProjectDesc   | CallReference      | CallDesc                        | CustomerCode     | CustomerName             |
| ٩                      |               |            |                      |               |                    |                                 |                  |                          |
| PQ00000604             | WKOR          | N          |                      |               | DCN0000064         | Deliveries - change unit cost   | DER001           | Derton Technologies      |
| ▶ 	 PQ00000612         | WKOR          | N          |                      |               | DCN0000072         | Loan Unit - Auto Approve Off    | CON001           | Consolidated             |
| ■ PQ00000613           | WKOR          | N          |                      |               | DCN0000073         | Auto Approve Off - Loan Request | DON0001          | Dont Run with Scissors   |
| PQ00000734             | WKOR          | N          | PRJ000004            | Parial Issue  |                    | Parial Issue                    | HOP001           | Hope Works               |
|                        |               |            |                      |               |                    |                                 |                  |                          |
|                        |               |            |                      |               |                    |                                 |                  |                          |
| 4 (                    |               |            | 0                    |               |                    |                                 |                  |                          |

The *Call Meters* sub grid will be displayed.

- Serial No: This is the serial number of the machine.
- Meter Def Code: This is the meter definition code.
- **Description**: This is the description of the meter.
- *Meter Reading*: This is the current meter reading.
- *Reading Time*: This is the time when the current meter reading was recorded.
- *Reading Date*: This is the date when the current meter reading was recorded.
- **Prior Reading**: This is the previous meter reading.
- *Period*: This is the financial period in which billing will be processed.
- *Comments*: These are comments relating to the current meter reading.



**Note 1**: All these fields will be auto populated as the Call Meters frame is expanded and are uneditable (greyed out).

**Note 2**: If you cannot see all the columns listed above, in the Call Meters sub grid, please refer to Using BPO: Data Grids.

| 8  |                            | nent and Loca | itions C             |                |             |               | ersion 2.1.0.69 - TE |                  |              |         | es Service | Reporti |             |            | ×<br>• • |
|----|----------------------------|---------------|----------------------|----------------|-------------|---------------|----------------------|------------------|--------------|---------|------------|---------|-------------|------------|----------|
| -  | E Layout Workspa<br>Format | aces Save F   | ilter A              | kpprove Dec    | 1           | Durban        | Refresh              |                  |              |         |            |         |             |            |          |
|    | a column header he         |               | by that co<br>ceType | olumn<br>State | ProjectRef  | ProjectDesc   | CallReference        | CallDesc         |              |         | CustomerC  |         | CustomerNa  |            |          |
| Do | CNO                        | Sour          | cerype               | State          | Projectiker | Projecilijesc | Calikererence        | CallDesc         |              |         | Customerc  | oue     | Customeriva | me         |          |
|    | PQ00000604                 | WKC           | R                    | N              |             |               | DCN0000064           | Deliveries - cha | inne unit co | st      | DER001     |         | Derton Tech | nologies   |          |
|    | PQ00000612                 | WKC           |                      | N              |             |               | DCN0000072           | Loan Unit - Aut  | - 7          |         | CON001     |         | Consolidate |            |          |
|    | Call Meters                |               |                      |                |             |               |                      |                  |              |         |            |         |             |            |          |
|    | ۹ SerialNo                 | MeterDefCo    | de Des               | cription M     | eterReading | ReadingTime   | ReadingDate          | PriorReading     | Period       | RollCou | nt         | Comm    | ents        |            |          |
|    | 14256154                   | Mono          | Mon                  | no meter       | 5 000.00    | 09:40:01      | 25 Oct 2017          | 4 103.00         |              | 8       |            | 0       |             |            |          |
|    | 14256154                   | Colour        | Colo                 | our Meter      | 1 200.00    | 09:40:01      | 25 Oct 2017          | 967.00           |              | 8       |            | 0       |             |            |          |
| ŧ  | PQ00000613                 | WKC           | )R                   | N              |             |               | DCN0000073           | Auto Approve     | Off - Loan P | Request | DON0001    |         | Dont Run wi | ith Scisse | ors      |
|    | PQ00000734                 | WKC           | )R                   | N              | PR30000004  | Parial Issue  |                      | Parial Issue     |              |         | HOP001     |         | Hope Works  |            |          |
|    |                            |               |                      |                |             |               |                      |                  |              |         |            |         |             |            |          |
| (  | n Windows 🕶                |               |                      | >              |             |               |                      |                  |              |         |            |         | 04 Feb 2    | 019        | -        |

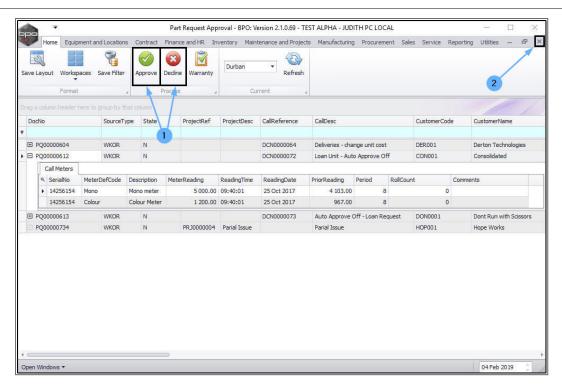
1. You can <u>Approve or Decline</u> the part request as required.

If you wish to approve the part request - ensure that it is billable if a <u>short yield</u> exists.

2. *Close* the screen when you are done.



## View Readings on Prior Part Issues



MNU.142.002