

PeopleSoft®

PeopleSoft EnterpriseOne
Supplier Relationship Management
Collaboration 8.11 SP1 PeopleBook

August 2005

The Programs (which include both the software and documentation) contain proprietary information; they are provided under a license agreement containing restrictions on use and disclosure and are also protected by copyright, patent, and other intellectual and industrial property laws. Reverse engineering, disassembly, or decompilation of the Programs, except to the extent required to obtain interoperability with other independently created software or as specified by law, is prohibited.

The information contained in this document is subject to change without notice. If you find any problems in the documentation, please report them to us in writing. This document is not warranted to be error-free. Except as may be expressly permitted in your license agreement for these Programs, no part of these Programs may be reproduced or transmitted in any form or by any means, electronic or mechanical, for any purpose.

If the Programs are delivered to the United States Government or anyone licensing or using the Programs on behalf of the United States Government, the following notice is applicable:

U.S. GOVERNMENT RIGHTS

Programs, software, databases, and related documentation and technical data delivered to U.S. Government customers are “commercial computer software” or “commercial technical data” pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, use, duplication, disclosure, modification, and adaptation of the Programs, including documentation and technical data, shall be subject to the licensing restrictions set forth in the applicable Oracle license agreement, and, to the extent applicable, the additional rights set forth in FAR 52.227-19, Commercial Computer Software–Restricted Rights (June 1987). Oracle Corporation, 500 Oracle Parkway, Redwood City, CA 94065.

The Programs are not intended for use in any nuclear, aviation, mass transit, medical, or other inherently dangerous applications. It shall be the licensee’s responsibility to take all appropriate fail-safe, backup, redundancy and other measures to ensure the safe use of such applications if the Programs are used for such purposes, and we disclaim liability for any damages caused by such use of the Programs.

The Programs may provide links to Web sites and access to content, products, and services from third parties. Oracle is not responsible for the availability of, or any content provided on, third-party Web sites. You bear all risks associated with the use of such content. If you choose to purchase any products or services from a third party, the relationship is directly between you and the third party. Oracle is not responsible for: (a) the quality of third-party products or services; or (b) fulfilling any of the terms of the agreement with the third party, including delivery of products or services and warranty obligations related to purchased products or services. Oracle is not responsible for any loss or damage of any sort that you may incur from dealing with any third party.

Oracle, JD Edwards, PeopleSoft, and Retek are registered trademarks of Oracle Corporation and/or its affiliates. Other names may be trademarks of their respective owners.

Open Source Disclosure

Oracle takes no responsibility for its use or distribution of any open source or shareware software or documentation and disclaims any and all liability or damages resulting from use of said software or documentation. The following open source software may be used in Oracle’s PeopleSoft products and the following disclaimers are provided.

This product includes software developed by the Apache Software Foundation (<http://www.apache.org/>). Copyright © 1999-2000 The Apache Software Foundation. All rights reserved. THIS SOFTWARE IS PROVIDED “AS IS” AND ANY EXPRESSED OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE DISCLAIMED. IN NO EVENT SHALL THE APACHE SOFTWARE FOUNDATION OR ITS CONTRIBUTORS BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; LOSS OF USE, DATA, OR PROFITS; OR BUSINESS INTERRUPTION) HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY, WHETHER IN CONTRACT, STRICT LIABILITY, OR TORT (INCLUDING NEGLIGENCE OR OTHERWISE) ARISING IN ANY WAY OUT OF THE USE OF THIS SOFTWARE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

Contents

General Preface

- About This PeopleBook Prefaceix**
- PeopleSoft Application Prerequisites.....ix
- PeopleSoft Application Fundamentals.....ix
- Documentation Updates and Printed Documentation.....x
 - Obtaining Documentation Updates.....x
 - Ordering Printed Documentation.....x
- Additional Resources.....xi
- Typographical Conventions and Visual Cues.....xii
 - Typographical Conventions.....xii
 - Visual Cues.....xiii
 - Country, Region, and Industry Identifiers.....xiv
 - Currency Codes.....xiv
- Comments and Suggestions.....xiv
- Common Elements Used in PeopleBooks.....xv

Preface

- PeopleSoft EnterpriseOne Supplier Relationship Management Collaboration Preface.....xvii**
- PeopleSoft Products.....xvii
- PeopleSoft Application Fundamentals.....xvii

Chapter 1

- Getting Started with PeopleSoft EnterpriseOne Supplier Relationship Management Collaboration.....1**
- SRMC Overview.....1
- SRMC Business Processes.....1
- SRMC Implementation.....2
 - SRMC Implementation Steps.....2

Chapter 2

Setting Up Supplier Self-Service and Buyer Workspace in PeopleSoft

EnterpriseOne.....3

Setting Up Common Elements for Supplier Self-Service and Buyer Workspace.....3

 Setting Up Common User-Defined Codes for Supplier Self-Service and Buyer Workspace.....3

 Setting Up Versions for Supplier Self-Service.....4

Setting Up Purchase Order Acknowledgement and Change Approvals.....4

 Understanding Purchase Order Acknowledgement and Change Approvals.....5

 Forms Used to Set Up Purchase Order Acknowledgement and Change Approvals.....8

 Setting Up User-Defined Codes for Purchase Order Acknowledgement.....8

 Setting Up Order Activity Rules for Purchase Order Acknowledgement.....10

 Setting Up Tolerance Rules for Purchase Order Acknowledgement Change Approvals.....11

 Setting Up Date Tolerances for Purchase Order Acknowledgement Change Approvals.....12

 Setting Up a Buyer Distribution List.....13

 Setting Up Workflow Queue Properties.....14

 Setting Processing Options for SRM - PO Acknowledgement (P43S01).....15

Setting Up Purchase Order Shipment Notification.....16

 Understanding Shipment Notifications.....16

 Setting Up User-Defined Codes for Shipment Notifications.....17

 Setting Processing Options for Self-Service - Purchase Order Receipts (P4312S).....18

 Setting Selected Processing Options for PO Receipts (P4312).....19

Setting Up Receipt Routing.....20

 Understanding Receipt Routing.....20

 Prerequisite.....21

 Setting Up User-Defined Codes for Receipt Routing.....21

 Setting Processing Options for Self-Service - Movement in Routing (P43250SS).....22

Setting Up Purchase Order Inquiry.....23

 Understanding Purchase Order Inquiry.....23

 Setting Up User-Defined Codes for Purchase Order Inquiry.....23

 Setting Processing Options for SRM - PO Inquiry (P43S05).....25

Setting Up Inventory Inquiry.....26

 Understanding Inventory Inquiry.....26

 Setting Processing Options for Self-Service - Inventory Information Inquiry (P41204).....26

Setting Up Receipt Inquiry.....27

 Understanding Receipt Inquiry.....27

 Setting Up User-Defined Codes for Receipt Inquiry.....27

 Setting Processing Options for SRM - Receipt Inquiry (P43121SS).....29

Setting Up Payment Inquiry.....29

 Understanding Payment Inquiry.....29

 Setting Up User-Defined Codes for Payment Inquiry.....30

Setting Processing Options for Self-Service - Supplier Payment Inquiry (P04111)..... 30

Setting Processing Options for Self Service - Purchase Order Inquiry (P4310SS)..... 31

Setting Up Supplier Release Scheduling..... 33

 Understanding Supplier Release Schedules..... 34

 Prerequisite..... 34

 Setting Processing Options for Supplier Schedule Revisions (P34301)..... 34

 Setting Processing Options for Adhoc Schedule Revisions (P34302)..... 35

Chapter 3

Configuring the SRM Portlet Using the Configuration Wizard..... 37

Understanding the SRM Portlet..... 37

Configuring the Portlet..... 38

 Understanding the Configure Wizard..... 38

 Pages Used to Configure the Portlet..... 39

 Configuring the Portlet to Communicate with PeopleSoft EnterpriseOne..... 39

 Selecting Alerts..... 40

 Adding Alert Parameters..... 42

Editing the Portlet..... 48

 Understanding the Edit Wizard..... 48

 Page Used to Edit the Portlet..... 49

 Editing Alert Parameters..... 49

Chapter 4

Processing the Procurement Cycle..... 55

Understanding the Procurement Cycle..... 55

Acknowledging Purchase Orders..... 56

 Understanding Purchase Order Acknowledgment..... 56

 Pages Used to Acknowledge Purchase Orders..... 57

 Reviewing Purchase Orders Awaiting Acknowledgement..... 58

 Submit Purchase Order Acknowledgements..... 58

 Splitting Purchase Order Lines..... 59

 Approving Supplier Changes..... 60

Processing Shipment Notifications and Receipt Routing..... 61

 Understanding Shipment Notifications and Receipt Routing..... 62

 Pages Used to Process Shipment Notifications and Receipt Routing..... 63

 Sending a Shipment Notification..... 63

 Revising Shipment Details..... 64

 Advancing the Routing of a Shipment..... 65

Editing Movement Details.....	66
Reviewing Inventory Information.....	66
Understanding the Review of Inventory Information.....	66
Pages Used to Review Inventory Information.....	67
Reviewing Purchase Order Information.....	67
Understanding the Review Purchase Order Information.....	67
Pages Used to Review Order Information.....	68
Reviewing Receipt Information.....	68
Understanding the Review of Receipt Information.....	68
Pages Used to Review Receipt Information.....	69
Reviewing Payment Information.....	69
Understanding the Review of Payment Information.....	69
Pages Used to Review Payment Information.....	70

Chapter 5

Managing the Lean Procurement Process in the SRM Portlet.....	71
Understanding Lean Procurement within the SRM Portlet.....	71
Processing Supplier Release Schedules Using the SRM Portlet.....	71
Understanding Supplier Release Schedules within the SRM Portlet.....	71
Common Elements Used in this Section.....	73
Pages Used to Process Supplier Release Schedules within the SRM Portlet.....	74
Revising Quantities for a Blanket Schedule.....	75
Adding an Ad Hoc Schedule.....	75
Revising Quantities for an Ad Hoc Schedule.....	75
Processing Kanbans Using the SRM Portlet.....	76
Understanding Kanban Processing using the SRM Portlet.....	76
Pages Used to Review Kanban Capacity in the SRM Portlet.....	78

Appendix A

Self-Service Programs.....	79
Understanding Supplier Self-Service Programs.....	79
Setting Processing Options for Supplier Self-Service Programs.....	79
Setting Processing Options for Self Service Quote Response Entry (P4334SS).....	80
Setting Processing Options for Self-Service Supplier Analysis Summary (P43230SA).....	81

Glossary of PeopleSoft Terms.....85

Index95

About This PeopleBook Preface

PeopleBooks provide you with the information that you need to implement and use PeopleSoft applications.

This preface discusses:

- PeopleSoft application prerequisites.
- PeopleSoft application fundamentals.
- Documentation updates and printed documentation.
- Additional resources.
- Typographical conventions and visual cues.
- Comments and suggestions.
- Common elements in PeopleBooks.

Note. PeopleBooks document only page elements, such as fields and check boxes, that require additional explanation. If a page element is not documented with the process or task in which it is used, then either it requires no additional explanation or it is documented with common elements for the section, chapter, PeopleBook, or product line. Elements that are common to all PeopleSoft applications are defined in this preface.

PeopleSoft Application Prerequisites

To benefit fully from the information that is covered in these books, you should have a basic understanding of how to use PeopleSoft applications.

You might also want to complete at least one PeopleSoft introductory training course, if applicable.

You should be familiar with navigating the system and adding, updating, and deleting information by using PeopleSoft menus, and pages, forms, or windows. You should also be comfortable using the World Wide Web and the Microsoft Windows or Windows NT graphical user interface.

These books do not review navigation and other basics. They present the information that you need to use the system and implement your PeopleSoft applications most effectively.

PeopleSoft Application Fundamentals

Each application PeopleBook provides implementation and processing information for your PeopleSoft applications.

Note. Application fundamentals PeopleBooks are not applicable to the PeopleTools product.

For some applications, additional, essential information describing the setup and design of your system appears in a companion volume of documentation called the application fundamentals PeopleBook. Most PeopleSoft product lines have a version of the application fundamentals PeopleBook. The preface of each PeopleBook identifies the application fundamentals PeopleBooks that are associated with that PeopleBook.

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft applications across one or more product lines. Whether you are implementing a single application, some combination of applications within the product line, or the entire product line, you should be familiar with the contents of the appropriate application fundamentals PeopleBooks. They provide the starting points for fundamental implementation tasks.

Documentation Updates and Printed Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

Obtaining Documentation Updates

You can find updates and additional documentation for this release, as well as previous releases, on the PeopleSoft Customer Connection website. Through the Documentation section of PeopleSoft Customer Connection, you can download files to add to your PeopleBook Library. You'll find a variety of useful and timely materials, including updates to the full PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM.

Important! Before you upgrade, you must check PeopleSoft Customer Connection for updates to the upgrade instructions. PeopleSoft continually posts updates as the upgrade process is refined.

See Also

PeopleSoft Customer Connection, <https://www.peoplesoft.com/corp/en/login.jsp>

Ordering Printed Documentation

You can order printed, bound volumes of the complete PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM. PeopleSoft makes printed documentation available for each major release shortly after the software is shipped. Customers and partners can order printed PeopleSoft documentation by using any of these methods:

- Web
- Telephone
- Email

Web

From the Documentation section of the PeopleSoft Customer Connection website, access the PeopleBooks Press website under the Ordering PeopleBooks topic. The PeopleBooks Press website is a joint venture between PeopleSoft and MMA Partners, the book print vendor. Use a credit card, money order, cashier's check, or purchase order to place your order.

Telephone

Contact MMA Partners at 877 588 2525.

Email

Send email to MMA Partners at peoplebookspres@mmapartner.com.

See Also

PeopleSoft Customer Connection, <https://www.peoplesoft.com/corp/en/login.jsp>

Additional Resources

The following resources are located on the PeopleSoft Customer Connection website:

Resource	Navigation
Application maintenance information	Updates + Fixes
Business process diagrams	Support, Documentation, Business Process Maps
Interactive Services Repository	Interactive Services Repository
Hardware and software requirements	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation & Software, Hardware and Software Requirements
Installation guides	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation & Software, Installation Guides and Notes
Integration information	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation and Software, Pre-built Integrations for PeopleSoft Enterprise and PeopleSoft EnterpriseOne Applications
Minimum technical requirements (MTRs) (EnterpriseOne only)	Implement, Optimize + Upgrade, Implementation Guide, Supported Platforms
PeopleBook documentation updates	Support, Documentation, Documentation Updates
PeopleSoft support policy	Support, Support Policy
Prerelease notes	Support, Documentation, Documentation Updates, Category, Prerelease Notes
Product release roadmap	Support, Roadmaps + Schedules
Release notes	Support, Documentation, Documentation Updates, Category, Release Notes

Resource	Navigation
Release value proposition	Support, Documentation, Documentation Updates, Category, Release Value Proposition
Statement of direction	Support, Documentation, Documentation Updates, Category, Statement of Direction
Troubleshooting information	Support, Troubleshooting
Upgrade documentation	Support, Documentation, Upgrade Documentation and Scripts

Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions.
- Visual cues.
- Country, region, and industry identifiers.
- Currency codes.

Typographical Conventions

This table contains the typographical conventions that are used in PeopleBooks:

Typographical Convention or Visual Cue	Description
Bold	Indicates PeopleCode function names, business function names, event names, system function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
<i>Italics</i>	Indicates field values, emphasis, and PeopleSoft or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply. We also use italics when we refer to words as words or letters as letters, as in the following: Enter the letter <i>O</i> .
KEY+KEY	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For ALT+W, hold down the ALT key while you press the W key.
Monospace font	Indicates a PeopleCode program or other code example.

Typographical Convention or Visual Cue	Description
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.
... (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe ().
[] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	<p>When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object.</p> <p>Ampersands also precede all PeopleCode variables.</p>

Visual Cues

PeopleBooks contain the following visual cues.

Notes

Notes indicate information that you should pay particular attention to as you work with the PeopleSoft system.

Note. Example of a note.

If the note is preceded by *Important!*, the note is crucial and includes information that concerns what you must do for the system to function properly.

Important! Example of an important note.

Warnings

Warnings indicate crucial configuration considerations. Pay close attention to warning messages.

Warning! Example of a warning.

Cross-References

PeopleBooks provide cross-references either under the heading “See Also” or on a separate line preceded by the word *See*. Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

Country, Region, and Industry Identifiers

Information that applies only to a specific country, region, or industry is preceded by a standard identifier in parentheses. This identifier typically appears at the beginning of a section heading, but it may also appear at the beginning of a note or other text.

Example of a country-specific heading: “(FRA) Hiring an Employee”

Example of a region-specific heading: “(Latin America) Setting Up Depreciation”

Country Identifiers

Countries are identified with the International Organization for Standardization (ISO) country code.

Region Identifiers

Regions are identified by the region name. The following region identifiers may appear in PeopleBooks:

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

Industries are identified by the industry name or by an abbreviation for that industry. The following industry identifiers may appear in PeopleBooks:

- USF (U.S. Federal)
- E&G (Education and Government)

Currency Codes

Monetary amounts are identified by the ISO currency code.

Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like to see changed about PeopleBooks and other PeopleSoft reference and training materials. Please send your suggestions to:

PeopleSoft Product Documentation Manager PeopleSoft, Inc. 4460 Hacienda Drive Pleasanton, CA 94588

Or send email comments to doc@peoplesoft.com.

While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

Common Elements Used in PeopleBooks

Address Book Number	Enter a unique number that identifies the master record for the entity. An address book number can be the identifier for a customer, supplier, company, employee, applicant, participant, tenant, location, and so on. Depending on the application, the field on the form might refer to the address book number as the customer number, supplier number, or company number, employee or applicant id, participant number, and so on.
As If Currency Code	Enter the three-character code to specify the currency that you want to use to view transaction amounts. This code allows you to view the transaction amounts as if they were entered in the specified currency rather than the foreign or domestic currency that was used when the transaction was originally entered.
Batch Number	Displays a number that identifies a group of transactions to be processed by the system. On entry forms, you can assign the batch number or the system can assign it through the Next Numbers program (P0002).
Batch Date	Enter the date in which a batch is created. If you leave this field blank, the system supplies the system date as the batch date.
Batch Status	Displays a code from user-defined code (UDC) table 98/IC that indicates the posting status of a batch. Values are: <i>Blank:</i> Batch is unposted and pending approval. <i>A:</i> The batch is approved for posting, has no errors and is in balance, but it has not yet been posted. <i>D:</i> The batch posted successfully. <i>E:</i> The batch is in error. You must correct the batch before it can post. <i>P:</i> The system is in the process of posting the batch. The batch is unavailable until the posting process is complete. If errors occur during the post, the batch status changes to E. <i>U:</i> The batch is temporarily unavailable because someone is working with it, or the batch appears to be in use because a power failure occurred while the batch was open.
Branch/Plant	Enter a code that identifies a separate entity as a warehouse location, job, project, work center, branch, or plant in which distribution and manufacturing activities occur. In some systems, this is called a business unit.
Business Unit	Enter the alphanumeric code that identifies a separate entity within a business for which you want to track costs. In some systems, this is called a branch/plant.
Category Code	Enter the code that represents a specific category code. Category codes are user-defined codes that you customize to handle the tracking and reporting requirements of your organization.
Company	Enter a code that identifies a specific organization, fund, or other reporting entity. The company code must already exist in the F0010 table and must identify a reporting entity that has a complete balance sheet.

Currency Code	Enter the three-character code that represents the currency of the transaction. PeopleSoft EnterpriseOne provides currency codes that are recognized by the International Organization for Standardization (ISO). The system stores currency codes in the F0013 table.
Document Company	<p>Enter the company number associated with the document. This number, used in conjunction with the document number, document type, and general ledger date, uniquely identifies an original document.</p> <p>If you assign next numbers by company and fiscal year, the system uses the document company to retrieve the correct next number for that company.</p> <p>If two or more original documents have the same document number and document type, you can use the document company to display the document that you want.</p>
Document Number	Displays a number that identifies the original document, which can be a voucher, invoice, journal entry, or time sheet, and so on. On entry forms, you can assign the original document number or the system can assign it through the Next Numbers program.
Document Type	<p>Enter the two-character UDC, from UDC table 00/DT, that identifies the origin and purpose of the transaction, such as a voucher, invoice, journal entry, or time sheet. PeopleSoft EnterpriseOne reserves these prefixes for the document types indicated:</p> <p><i>P</i>: Accounts payable documents.</p> <p><i>R</i>: Accounts receivable documents.</p> <p><i>T</i>: Time and pay documents.</p> <p><i>I</i>: Inventory documents.</p> <p><i>O</i>: Purchase order documents.</p> <p><i>S</i>: Sales order documents.</p>
Effective Date	<p>Enter the date on which an address, item, transaction, or record becomes active. The meaning of this field differs, depending on the program. For example, the effective date can represent any of these dates:</p> <ul style="list-style-type: none">• The date on which a change of address becomes effective.• The date on which a lease becomes effective.• The date on which a price becomes effective.• The date on which the currency exchange rate becomes effective.• The date on which a tax rate becomes effective.
Fiscal Period and Fiscal Year	Enter a number that identifies the general ledger period and year. For many programs, you can leave these fields blank to use the current fiscal period and year defined in the Company Names & Number program (P0010).
G/L Date (general ledger date)	Enter the date that identifies the financial period to which a transaction will be posted. The system compares the date that you enter on the transaction to the fiscal date pattern assigned to the company to retrieve the appropriate fiscal period number and year, as well as to perform date validations.

PeopleSoft EnterpriseOne Supplier Relationship Management Collaboration Preface

This preface discusses:

- PeopleSoft products.
- PeopleSoft application fundamentals.

PeopleSoft Products

This PeopleBook refers to this PeopleSoft product: Supplier Relationship Management

PeopleSoft Application Fundamentals

Additional, essential information describing the setup and design of your system appears in a companion volume of documentation called *PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook*.

See Also

PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals 8.11 SP1 PeopleBook, “PeopleSoft EnterpriseOne Financial Management Solutions Application Fundamentals Preface”

CHAPTER 1

Getting Started with PeopleSoft EnterpriseOne Supplier Relationship Management Collaboration

This chapter provides an overview of Supplier Relationship Management Collaboration (SRMC) and discusses:

- SRMC business processes.
- SRMC implementation.

SRMC Overview

The PeopleSoft EnterpriseOne SRM portlet, in conjunction with the Collaborative Portal, enables your suppliers to access timely and accurate information about their orders at their convenience, without having to wait for a response from your purchasing department. When you allow suppliers quick and cost-effective access to your enterprise information, not only can suppliers more easily conduct business with you, but you can also increase your supply chain efficiency and improve your relationships with suppliers.

The PeopleSoft EnterpriseOne SRM portlet, used in conjunction with the Collaborative Portal, provides you with search capabilities on purchase orders, inventory, and schedules, and displays alerts to inform you when a purchase order needs acknowledgement or a schedule has changed.

The fully customizable portlet contains various tasks and alerts that enable you to access certain applications in different ways. For example, you might select the appropriate task, search for specific information before accessing the application, or receive alerts that you can use to access the application. The way that your system administrator has configured the portal determines the tasks, searches, and alerts that you see.

Note. If your company previously purchased SRM Supplier Self-Service functionality with PeopleSoft EnterpriseOne Xe or PeopleSoft EnterpriseOne 8.9, the original Supplier Self-Service applications and alert portlets are still available and may be added to the Collaborative Portal by your system administrator.

SRMC Business Processes

The PeopleSoft EnterpriseOne SRM portlet supports these business processes:

- The procurement cycle.
- Supplier release scheduling.

We discuss these business processes in the business process chapters in this PeopleBook.

SRMC Implementation

This section provides an overview of the steps that are required to implement the SRM portlet.

In the planning phase of the implementation, take advantage of all PeopleSoft sources of information, including the installation guides and troubleshooting information. A complete list of these resources appears in the preface in *About These PeopleBooks* with information about where to find the most current version of each.

SRMC Implementation Steps

Step	Reference
1. Set up user-defined codes (UDCs), versions, processing options, and specific applications in PeopleSoft EnterpriseOne.	Chapter 2, “Setting Up Supplier Self-Service and Buyer Workspace in PeopleSoft EnterpriseOne,” page 3
2. Configure the SRM portlet in the Collaborative Portal.	Chapter 3, “Configuring the SRM Portlet Using the Configuration Wizard,” page 37

CHAPTER 2

Setting Up Supplier Self-Service and Buyer Workspace in PeopleSoft EnterpriseOne

This chapter discusses how to:

- Set up common elements for supplier self-service and buyer workspace.
- Set up purchase order acknowledgement change approvals.
- Set up purchase order shipment notification.
- Set up receipt routing.
- Set up purchase order inquiry.
- Setting up inventory inquiry.
- Set up receipt inquiry.
- Set up payment inquiry.
- Set up supplier release scheduling.

Setting Up Common Elements for Supplier Self-Service and Buyer Workspace

This section discusses how to:

- Set up common user-defined codes (UDCs) for supplier self-service and buyer workspace.
- Set up versions for supplier self-service.

Setting Up Common User-Defined Codes for Supplier Self-Service and Buyer Workspace

Multiple self-service programs use the user-defined code that is discussed in this section.

Self Service Order Types (43/OT)

This UDC defines the values in the order type filter drop-down list, which you use to configure several queries. The system displays the values in the Description 01 field in the drop-down list in the order that is specified by the values in the Codes field. The portal passes the associated value in the Special Handling field to PeopleSoft EnterpriseOne to perform the query. You may add or remove values, or reset the sequence.

This table is an example of possible codes:

Codes	Description 01	Special Handling
01	<i>All Order Types</i>	
02	<i>Purchase Order</i>	<i>OP</i>
03	<i>Direct Ship Order</i>	<i>OD</i>
04	<i>Human Factor Orders</i>	<i>OH</i>
05	<i>KanBan</i>	<i>KI</i>
06	<i>Transfer Orders</i>	<i>OT</i>
07	<i>Other PO Types</i>	<i>OH</i>
08	<i>Capital Orders</i>	<i>OC</i>

Setting Up Versions for Supplier Self-Service

You must set up separate versions of the following programs for buyers and suppliers:

- Purchase Orders (P4310)
- Self Service - Purchase Order Inquiry (P4310SS)
- PO Receipts (P4312)
- Purchase Receipts Inquiry (P43214)

You must activate the self-service processing option for the supplier versions of these programs. Activating self-service for a version causes that version to filter the data that the version can display based on the address book number of the user. By activating self-service for those versions that suppliers use, suppliers can view only their own orders.

Do not activate the self-service processing option for the buyer versions of these programs as they should not call self-service activated versions of other programs. If a buyer uses a version that had self-service activated, the buyer would not be able to see any orders because the system display only orders for which the buyer's address book number was listed as the supplier.

Setting Up Purchase Order Acknowledgement and Change Approvals

This section provides an overview of purchase order acknowledgement and change approvals and discusses how to:

- Set up user-defined codes for purchase order acknowledgement.
- Set up order activity rules for purchase order acknowledgement.
- Set up tolerance rules for purchase order acknowledgement change approvals.
- Set up date tolerances for purchase order acknowledgement change approvals.
- Set up a buyer distribution list.

- Set up workflow queue properties.
- Set processing options for SRM - PO Acknowledgement (P43S01).

Understanding Purchase Order Acknowledgement and Change Approvals

In a typical trading environment, suppliers must be able to communicate with buyers about pending purchase orders. Before shipping the items on the purchase order, suppliers usually want to review and perhaps change the purchase order when planning to fulfill the order. The SRM - PO Acknowledgement program (P43S01) enables suppliers to be informed of incoming purchase orders so that they can respond.

Note. The SRM - PO Acknowledgement program (P43S01) is available to both the supplier and buyer.

For only those purchase orders that are specific to the supplier, the supplier can:

- Search for purchase orders using multiple types of queries.
- Change purchase order information, such as payment terms and carrier information.
- Acknowledge a purchase order with line splits.

The system splits a purchase order into multiple order lines, which enables you to acknowledge an order by multiple dates, prices, carriers, or payment terms

- Acknowledge purchase orders with or without changes to purchase order information such as price, payment terms, carrier, and delivery date.

The buyer can use the SRM - PO Acknowledgement program to review unacknowledged purchase orders by supplier.

Note. You cannot use the SRM - PO Acknowledgement program for kit items. Splitting a purchase order for a kit item into multiple order lines creates potential for data inaccuracies.

Line Splits

When the supplier acknowledges a purchase order with line splits, the following considerations apply:

- If the supplier is using approval processing, the system splits lines only after the changes to the purchase order information have been approved.
- After the system creates split lines (and after the split lines have been approved if the supplier uses approval processing), the system saves the split lines as acknowledged and begins the tolerance checking process.
- If the supplier changes the order quantity and the value is less than the original quantity but greater than zero, the system splits the order into two lines.

If the modified quantity is greater than the original quantity, then the modified quantity overrides the original quantity.

- When the supplier has changed the order quantity and the system has split the order into two lines, the first line contains the modified quantity.

The second line contains the difference between the original quantity and modified quantity.

- After the system has split lines, the total quantity from all lines must equal the total original quantity; otherwise, the system does not allow the supplier to save changes.

- For multiple order lines, the first line inherits the line number from the parent order (that is, the order's line number before the system splits the order into multiple lines).

The system increments the line numbers for the second and subsequent lines that result from changes to quantity by using a value of 0.01. For example, when the supplier changes the quantity for line 1.00, the new line that results from the split is line 1.01. If the supplier changes the quantity for line 1.01, then the next line is 1.02, and so on.

- For multiple order lines, the system uses the order information from the parent order (with the exception of the information that you can change, such as order quantity, unit price, promised delivery date, and line number) as default values for the multiple order lines.

If you leave any of the information that you can change blank, the system uses the order information from the parent order as the default.

- You cannot split or change an original (parent) order line more than 99 times.
- When the supplier acknowledges an order that contains split lines, the supplier can either close the remaining quantity or leave the quantity open.

If the supplier closes the remaining quantity, the system updates the status of the split line to canceled.

Approval of Changes to Purchase Orders

While acknowledging purchase orders, suppliers often change order information such as payment terms and carrier information. Buyers need to be aware of the changes and approve them to ensure that the changes meet the buyers' business requirements. The SRM - PO Acknowledgement program (P43S01) enables buyers to monitor all changes that suppliers make to order information during the purchase order acknowledgement process.

The system uses workflow to move orders through approval processing and the buyer can create tolerance rules for order quantity, unit price, and delivery date to specify the types of changes that require approval. The buyer can also designate the persons who are responsible for approving the changes and the buyer can approve the changes as well. The system can also notify both buyers and suppliers when an order enters approval processing and is approved or rejected.

The system uses the following workflow queues during the workflow approval process:

Code	Description	Usage
41	Changes Sent for Approval	The system uses this queue to send a message to the user who acknowledges a purchase order with changes that require approval.

Code	Description	Usage
43	Acknowledgement Approval	<p>The system uses this queue to send a message to the users who are specified in the buyer distribution list. This message contains a link to the Approve Purchase Order page. The buyer accesses this page to approve or reject the change.</p> <p>You must set up the queue properties for this queue to link to the Purchase Order Approval program (P43181).</p> <p>Note. You might have queue 43 set up in your system with another description. This queue receives the approval messages regardless of the description of the queue.</p>
44	Acknowledgement Rejected	The system uses this queue to send a notification to the supplier when the buyer rejects the supplier's changes.
45	Acknowledgement Approved	The system uses this queue to send a notification to the supplier when the buyer approves the supplier's changes.

Important! You must set up these queues in UDC 02/MB using the codes that are specified here.

Forms Used to Set Up Purchase Order Acknowledgement and Change Approvals

Form Name	FormID	Navigation	Usage
Order Activity Rules - Revisions	W40204A	Procurement System Setup (G43A41), Order Activity Rules Click Add on the Work With Order Activity Rules form.	Set up or modify order activity rules.
Purchasing Tolerance Rules Revisions	W4322A	Procurement System Setup (G43A41), Tolerance Rules Click Add on the Work With Purchasing Tolerance Rules form.	Create tolerance rules to govern whether a change during acknowledgement requires the buyer's approval.
Supplier/Item Relationships	W43090B	Supplier Management (G43A16), Supplier/Item Information Click Add on the Work With Supplier/Item Relationships form.	Set up date tolerances.
Address Parent/Child Revisions	W0150A	Address Book Organizational Structure (G01311), Structure Inquiry Click Add on the Work With Distribution Lists form.	Set up a distribution list to route acknowledgement approval messages to buyers.
Queues Property Revisions	W01133PB	Workflow Management Setup (G0241), Queue Properties On the Work With Queues form, locate queue 43 and click Select or click Add if a record for queue 43 does not already exist.	Set up queue 43 to link to the Purchase Order Approval program (P43181).

Setting Up User-Defined Codes for Purchase Order Acknowledgement

The user-defined codes discussed in this section are required for purchase order acknowledgement.

Acknowledge Header Sort Option (43/AH)

This UDC defines the values in the PO Acknowledgement Header Sort Option drop-down list and the associated data item aliases used in the query. You may add or remove values, or reset the sequence.

This table is an example:

Codes	Description 01	Special Handling
01	Purchase Order	DOCO
02	Supplier Number	AN8
03	Ordered Date	TRDJ
04	Order Type	DCTO

Filter Date Search SRM (43/DS)

This UDC defines the values in the filter date search drop-down list that you use to edit parameters for purchase order acknowledgement alerts and specifies the associated data item aliases used in the query. You may add or remove values, or reset the sequence.

This table is an example:

Codes	Description 01	Special Handling
01	Transaction Date	TRDJ
02	Requested Date	DRQJ

Filter Acknowledge Status (43/AS)

This UDC defines the values in the View Status drop-down that you use for purchase order acknowledgement inquiry.

This table lists hard-coded values:

Codes	Description 01
01	All
02	Pending
03	On Hold
04	Awaiting Approval

Acknowledgement Detail Sort Op (43/AQ)

This UDC defines the values in the Sort By drop-down that you use for purchase order acknowledgement inquiry.

This table lists hard-coded values:

Codes	Description 01
01	Quantity
02	Extended Price

Order Statuses (43/OS)

This UDC defines the values in the Route Status drop-down list that you use to define parameters for some purchase order queries and specifies the associated data item aliases in the query. The values in the Description 01 column are listed in the drop-down list in the order that is specified by the values in the Codes column. The portal passes the value in the Special Handling column to PeopleSoft EnterpriseOne to perform the query. You may add or remove values, or reset the sequence.

This table is an example:

Codes	Description 01	Special Handling
<i>01</i>	<i>Approval Process #1</i>	<i>230</i>
<i>02</i>	<i>Print Purchase Order Proof</i>	<i>240</i>
<i>03</i>	<i>Print Purchase Order</i>	<i>280</i>
<i>04</i>	<i>Record Supplier Shipment</i>	<i>370</i>

Setting Up Order Activity Rules for Purchase Order Acknowledgement

Access the Order Activity Rules - Revisions form.

Order Activity Rules - Work With Order Activity Rules

Select Find Add Copy Close Form Row Tools

Records 1 - 17 Customize Grid

<input type="checkbox"/>	Order Type	Line Type	Last Status	Description	Next Status	Other 1	Other 2	Other 3	Other 4	Other 5	Ledger (Y/N)
<input type="checkbox"/>	OP	S	216	Order Outside Purchasing	220	400					N
<input type="checkbox"/>	OP	S	220	Enter Purchase Order	230	280	400				Y
<input type="checkbox"/>	OP	S	225	Order Rejected	230						N
<input type="checkbox"/>	OP	S	230	Approval Process #1	280	220	400				N
<input type="checkbox"/>	OP	S	240	Print Purchase Order Proof	280						N
<input type="checkbox"/>	OP	S	245	Awaiting Ack Approval - SRM	300	230	370				N
<input type="checkbox"/>	OP	S	280	Print Purchase Order	380	400		300	370		N
<input type="checkbox"/>	OP	S	282	Receive EDI P O Acknowledgmen	380	400	300				N
<input type="checkbox"/>	OP	S	300	Record Supplier Acknowledgmen	380	400	370	325	245		N
<input type="checkbox"/>	OP	S	325	Order Revised by Acknowledge	425	370					N
<input type="checkbox"/>	OP	S	362	Receive EDI PO Change Ack.	370	325	380	400			N
<input type="checkbox"/>	OP	S	370	Record Supplier Shipment	375	400					N
<input type="checkbox"/>	OP	S	375	Order in Transit	400	380					N
<input type="checkbox"/>	OP	S	380	Print Purchase Receiver	400						Y
<input type="checkbox"/>	OP	S	400	Record Purchase Receipt	999	400	440				N
<input type="checkbox"/>	OP	S	440	Record Matching Voucher	999						N
<input type="checkbox"/>	OP	S	999	Complete Purchase							N

Order Activity Rules - Revisions form

Last Status

Include status for the acknowledgement process, for example:

- 245: Awaiting acknowledgement approval.
- 300: Record supplier acknowledgement.
- 325: Order revised by acknowledgement (awaiting buyer approval).

See Also

PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, “Setting Up the Procurement System,” Setting Up Order Activity Rules

Setting Up Tolerance Rules for Purchase Order Acknowledgement Change Approvals

Access the Purchasing Tolerance Rules Revisions form.

Tolerance Rules - Purchasing Tolerance Rules Revisions

OK Cancel Tools

Function(Program)

Select ONE of the following:

Item Number SRM Stock Disk Drive

Commodity Class

Company

Quantity

Tolerance Percentage	<input type="text" value="10.00"/>	Zero Tolerance
Tolerance Units	<input type="text"/>	
<input type="checkbox"/>		

Unit Cost

Tolerance Percentage	<input type="text" value="10.00"/>	Zero Tolerance
Tolerance Amount	<input type="text"/>	
<input type="checkbox"/>		

Extended Amount

Tolerance Percentage	<input type="text" value="10.00"/>	Zero Tolerance
Tolerance Amount	<input type="text"/>	
<input type="checkbox"/>		

Purchasing Tolerance Rules Revisions form

Function (Program) Specify 4 to identify the tolerances used for acknowledgement.

Note. You might need to add the value 4 (Acknowledgement Tolerance) to UDC 43/FT.

Tolerance Percentage or Tolerance Amount If a supplier changes an order line by a percentage or amount that exceeds the tolerance percentage or tolerance amount, the buyer must approve the change. The system uses the absolute value to determine whether a change exceeds the tolerance. Therefore, a reduction in quantity or price can exceed tolerance just as an increase in quantity or price can.

See Also

PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, “Setting Up the Procurement System,” Creating Tolerance Rules

Setting Up Date Tolerances for Purchase Order Acknowledgement Change Approvals

Access the Supplier/Item Relationships form.

Supplier/Item Information - Supplier/Item Relationships

OK Cancel Form Tools

Branch/Plant	301		
Supplier	4344	Universal Incorporated	
Item Number	SRM4301	SRM Stock Disk Drive	
Certification Status		Effective Date	01/01/2005
		Expiration Date	12/31/2010

Routing Information

Normal Route Code	RAND	Random Sample	Route Type Code	<input type="checkbox"/>
Alt Route Code				

Analysis Information

Average Unit Cost			
Leadtime Quantity %	90.00	Average Leadtime	0.00
Frequency Days		Days Allowed Early	1
Frequency Number		Days Allowed Late	3

Supplier/Item Relationships form

Days Allowed Early

The number of days prior to the promised date for which delivery of the item is acceptable. If the supplier changes the delivery date by more than the number of days that is specified in this option, the buyer must approve the changes.

Days Allowed Late

The number of days after the promised date for which delivery of the item is acceptable. If the supplier changes the delivery date by more than the number of days that is specified in this option, the buyer must approve the changes.

Note. If you leave either of these fields blank, the system does not perform tolerance checking for dates. For zero tolerance, enter 0 in these fields.

See Also

PeopleSoft EnterpriseOne Procurement 8.11 SP1 PeopleBook, “Setting Up Supplier Information,” Creating Supplier and Item Relationships

Setting Up a Buyer Distribution List

Access the Address Parent/Child Revisions form.

Structure Inquiry - Address Parent/Child Revisions

OK Delete Cancel Form Tools

Parent Number* 58528 SRM Acknowledgement Di... First Response
 Structure Type AA Acknowledgement Applic... Higher Level Override
 Associated Data Item Authorization Required

Records 1 - 2 Customize Grid

<input type="checkbox"/>	<input type="checkbox"/>	Group	Address Number	Alpha Name	Threshold Value	Escalation Hours	Escalation Minutes	Remark
<input type="checkbox"/>	<input type="checkbox"/>	1.00	2006	Walters, Annette	0.00			
<input type="checkbox"/>	<input type="checkbox"/>	2.00						

Address Parent/Child Revisions form

Parent Number Enter the address book number of the distribution list. The system uses this number to identify the buyer to whom approval messages should be routed. You specify the address book number of the distribution list in the processing options of the SRM - PO Acknowledgement program (P43S01).

This address number must exist in the Address Book Master table (F0101).

Structure Type Specify AA (acknowledgement approval).

Note. You might need to add the value AA to UDC 01/TS.

Address Number Specify the address book number of the buyer to whom approval messages should be routed.

Setting Up Workflow Queue Properties

Access the Queues Property Revisions form.

Queue Properties - Queues Property Revisions

OK Cancel Form Tools

Queues 43 Acknowledgement Approval
 Application P43181 Purchase Order Approval
 Form Name W48181A
 Version ZJDE0001

Queues Property Revisions form

Queues Specify 43, which is the Acknowledgement Approval queue.

Application Specify P43181, which is the program that the buyer uses to approve or reject the changes that the supplier made to the purchase order. The buyer access this program through a link in the workflow message that the buyer receives in queue 43.

Form Name Specify *W48181A*.
Version Specify *ZJDE0001*.

Setting Processing Options for SRM - PO Acknowledgement (P43S01)

You can access the processing options for SRM - PO Acknowledgement (P43S01) using the Work With Interactive Versions program (P983051).

Use these processing options to supply the default values for the SRM - PO Acknowledgement program.

Defaults

These processing options specify the default values for various statuses.

- | | |
|--|---|
| 1. Status Purchase Order Hold (Required) | Specify the status for orders that are placed on hold. The hold codes might apply to an individual line within the order or the order as a whole. You must specify a user defined code (40/AT) that has been set up in the Order Activity Rules based on the order type and the line type that you are using. |
| 2. Status Awaiting Acknowledgement (Required) | Specify the status of orders that are awaiting supplier acknowledgement. You must use a valid status (40/AT) that is defined in the order activity rules for this order type. |
| 3. Status of Awaiting Approval (Required) | Specify the status of orders that the supplier has changed and that are now awaiting buyer approval. |
| 4. Status of Approved Orders (Required) | Specify the status for orders that the supplier has acknowledged or approved. |
| 5. Approver Distribution List Address Book (Required) | Specify the parent address book number of the buyer distribution list. If the changes to the order need to be approved, the workflow routes the changes to the buyer who is specified in this distribution list for approval. |

Display

These processing options specify the types of information that the system displays.

- | | |
|--|---|
| 1. Role of User (Required) | Specify the user role. Values are:
1: Buyer
2: Supplier |
| 2. Order Type (Optional) | Specify the only order type that the system processes. |
| 3. Item Cross Reference (Required) | Specify the cross-reference type code for supplier items. Enter a cross-reference type code from UDC 41/DT. |
| 4. Maximum Number of Records to be Fetched (Required) | Specify the maximum number of records that the system retrieves and displays. It is recommended that you limit the maximum number of records to 100 or fewer. |
| 5. Address Type Code (Required) | Specify the type code to display the supplier's Ship To address. Enter a type code from UDC 01/W0. |

Versions

This processing option specifies which version of the Purchase Orders program (P4310) the system uses.

- | | |
|---------------------------------------|--|
| 1. Version of PO Entry (P4310) | Specify which version of the Purchase Orders program (P4310) the system calls to make changes to processing option details during the acknowledgement process. |
|---------------------------------------|--|

Setting Up Purchase Order Shipment Notification

This section provides an overview of shipment notifications and discusses how to:

- Set up user-defined codes for shipment notification.
- Set processing options for Self-Service - Purchase Order Receipts (P4312S).
- Set selected processing options for PO Receipts (P4312).

Understanding Shipment Notifications

Suppliers need to initiate shipment notification to let the buyer know that the shipment is in transit and to update the shipment status.

Suppliers have two methods available for notifying the buyer about shipped goods:

- Update the status to indicate that a purchase order line is in transit.

This method enables the supplier to specify the quantity shipped, shipment date, and any additional shipment identification. The purchase order status is updated to In transit. This method also enables the same split line functions as the SRM - PO Acknowledgement program (P43S01).

- Initiate receipt routing.

The Self-Service - Movement in Routing program (P43250SS) enables suppliers to move shipments into routing. Suppliers can specify the quantity, lot information, and a shipment identifier. Suppliers can also cancel any remaining quantity on the order.

To specify which method you are using, set the Shipment processing mode processing option on the Self-Service - Purchase Order Receipts program (P4312S). You also can set a processing option to notify the buyer about shipments.

When notifying buyers of orders in transit, the system sends electronic confirmation messages to the following users:

- The buyer who is associated with the purchase order detail line.
- The planner for the item.

Both electronic confirmation messages contain links to a program that displays purchase order detail lines for which the supplier notified the buyer that a shipment is in transit.

When you use the status update method, you first review the orders and line items that are ready for shipment. You can review both header and detail information. When you review the detail information, you can update the ship quantity, ship date, and container ID. You can decide whether to ship the entire quantity or a partial quantity.

When an order line is partially shipped, the system creates a new split line that reflects the partial shipment. The split line inherits the original order line number. The system increments the original line number by a value of 0.01, which is preceded by the original line number. For example, if the original line number is 1.2, then the new split line that results from the status update is numbered 1.21. The maximum number of split lines that the system can create is nine.

When you ship a partial quantity, you also can ship the order without intending to fulfill the outstanding quantity, provided that you set the appropriate processing option. The system cancels the order line that remains.

Setting Up User-Defined Codes for Shipment Notifications

The user-defined codes discussed in this section are required for purchase order shipment notifications.

Date Selection (43S/DS)

This UDC defines the values in the filter date search drop-down list that you use to edit parameters for purchase order shipment alerts and specifies the associated data item aliases used in the query. You may add or remove values, or reset the sequence.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	Order Date	TRDG
02	Requested Date	DRQJ
03	Promised Delivery Date	PDDJ
04	Promised Ship Date	PSDJ

Receipt Detail Sort (43/RD)

This UDC defines the values in the Sort Results By drop-down list that the PO Awaiting Shipment Advanced Search task uses and specifies the associated data item aliases that are used in the query.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	Purchase Orders	DOCO
02	Item	ITM
03	Supplier	AN8
04	Order Date	TRDJ
05	Requested Date	DOCO
06	Shipment Identifier	CNID

Receipt Header Sort (43/RH)

This UDC defines the values in the Sort By drop-down list that the purchase orders awaiting shipment alerts uses and specifies the associated data item aliases that are used in the query.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	Order Number	DOCO
02	Destination	SHAN
03	Supplier	AN8
04	Order Date	TRDJ
05	Requested Date	DRQJ

Setting Processing Options for Self-Service - Purchase Order Receipts (P4312S)

You can access the processing options for Self-Service - Purchase Order Receipts (P4312S) using the Work With Interactive Versions program (P983051).

Use these processing options to supply the default values for the Self-Service - Purchase Order Receipts program.

(BRA) Display

This processing option is used in Brazil only.

- 1. Nota Fiscal Document Type** Enter a user defined code (00/DT) that identifies the document type for nota fiscal documents.

Processing

These processing options specify the next status or routing information for the shipment.

- 1. Advance Status Only** Enter 1 to advance the status of the purchase order. Leave this processing option blank if you do not want to advance the status.
- 2. Next Status for Advance Status Only** Specify a user defined code (40/AT) to specify the status to which the order should be advanced when it is shipped.
- 3. Cancel Remaining** Leave this processing option blank to display canceled purchase order lines or enter 1 if you do not want to display canceled lines.
- 4. Supplier Item X-Reference** Specify the cross-reference type code for supplier items. Enter a cross-reference type code from UDC 41/DT.
- 5. Purchasing Order Types** List all purchase order document types to view in the Self-Service - Purchase Order Receipts program. List document types one after another with no spaces or characters in between.

- 6. Default Route Code** If you are receiving the item to routing, specify the default route code that the system uses if a supplier/item relationship is not set up for a self-service supplier.
- 7. Shipment processing mode** Enter *1* to use notify shipment functionality or leave this processing option blank to use receipt to route functionality.
- If you enter 1, the system uses the value in the Next Status for Advance Status Only processing option to advance the status of the order. If you leave this processing option blank, the system uses the route code from the supplier/item relationship or the default route code from the processing options to route the order.

Change Notification

These processing options specify whether to notify the buyer or planner of the receipt.

- 1. Buyer** Enter *1* to notify the buyer of the receipt.
- 2. Planner** Enter *1* to notify the planner of the receipt.

Versions

These processing options identify versions of programs that are called by the Self-Service - Purchase Order Receipts program.

- 1. Receipts (P4312)** Specify the version of PO Receipts (P4312) to use.
- 2. Transaction Log (P43001SS)** Specify the version of Procurement Self-Service Transaction Log (P43001SS) to use.

Setting Selected Processing Options for PO Receipts (P4312)

This section lists only those processing options that are relevant to self-service.

Status Default

These processing options enable you to control which status codes the system uses for receipts.

- 1. Acceptable Incoming Status Code 1** Use this processing option to specify a next status. Orders are eligible for receipt when they have the next status that you specify for this processing option.
Before you complete this processing option, review the order activity rules that you have set up.
- 2. Acceptable Incoming Status Code 2** Use this processing option to specify a next status. Orders are eligible for receipt when they have the next status that you specify for this processing option.
Before you complete this processing option, review the order activity rules that you have set up.
- 3. Acceptable Incoming Status Code 3** Use this processing option to specify a next status. Orders are eligible for receipt when they have the next status that you specify for this processing option.

- Before you complete this processing option, review the order activity rules that you have set up.
- 4. Outgoing Status for Partial Receipts** Use this processing option to specify the next status to which the order advances after a partial receipt.
- Before you complete this processing option, review the order activity rules that you have set up.
- 5. Outgoing Status for Closing** Use this processing option to specify the next status to which the order advances after the system closes or fully receives the detail line.
- Use status code 999 for closed or fully received detail lines.
- 6. Outgoing Status for Canceling** Use this processing option to specify the next status to which the order advances after the system cancels a detail line.
- Use status code 999 for canceled detail lines.

Process

This processing enables you to activate receipt routing.

- 11. Receipt Routing** Specify 2 to initiate the default route rule from Self-Service - Purchase Order Receipts (P4312S).

Setting Up Receipt Routing

This section provides an overview of receipt routing, lists a prerequisite, and discusses how to:

- Set up user-defined codes for receipt routing.
- Set processing options for Self-Service - Movement in Routing (P43250SS).

Understanding Receipt Routing

When configuring the portal, buyers specify the suppliers and other individuals who are authorized to move goods. Provided that you have the appropriate authority, you can move an item through the receipt routing process, which completes the receipts process and updates inventory. Typically, the person who is responsible for moving an item through receipt routing is the supplier. However, a customs operator, buyer, or transportation provider might also move an item through receipt routing.

Using the Self-Service - Movement in Routing program (P43250SS), you can search for orders that are in the routing process by:

- Item number
- Purchase order number
- Order type
- Supplier
- Route step
- Order date
- Container ID

Steps represent the various statuses within the routing process, and you predefine the steps in the processing options for the Receipt Routing Movement and Disposition program (P43250). To perform movement in routing, you must have a multi-step route. You cannot have a single-step route.

After you locate and review the appropriate order, you can move the items on the order and change detail information such as the quantity to move, receipt date, lot information, container ID, and reason code.

After you change values for the order information, the system updates the following tables:

- Purchase Order Receiver File (F43121)
- Purchase Order Receipt Routing File (F43092)
- Account Ledger (F0911)
- P.O. Detail Ledger File - Flexible Version (F43199)
- Item Location File (F41021)

Prerequisite

Set up receipt routes.

See *PeopleSoft EnterpriseOne Procurement 8.11 SPI PeopleBook*, “Routing Receipts”.

Setting Up User-Defined Codes for Receipt Routing

The user-defined codes that are discussed in this section are required for receipt routing.

Movement Detail Sort Options (43/OD)

This UDC defines the values in the Sort Results By drop-down list that are used by the Movement In Route Advanced Search task and specifies the associated data item aliases that are used in the query.

This table contains an example of possible codes:

Codes	Description 01	Special Handling
01	Order Number	DOCO
02	Order Type	DCTO
03	From Step	OPRC
04	Order Date	TRDJ

Movement Header Sort Options (43/OH)

This UDC defines the values in the Sort By drop-down list that are used by the purchase orders at route step alerts and specifies the associated data item aliases that are used in the query.

This table contains an example of possible codes:

Codes	Description 01	Special Handling
01	Purchase Order	DOCO

Codes	Description 01	Special Handling
02	Order Type	DCTO
03	Order Date	TRDJ

Self-Service Movement Steps (43/MS)

This UDC defines the movement steps that are used in various drop-down lists by the purchase orders at route step alerts and the Movement In Route Advanced Search task.

This table lists possible values:

Codes	Description 01
01	All
02	TRAN
03	DOCK
04	STK
05	INSP

Setting Processing Options for Self-Service - Movement in Routing (P43250SS)

Use these processing options to supply the default values for the Self-Service - Movement in Routing program.

Defaults

This processing option specifies the default value that the system uses to sort information.

Header Screen Sort Option Specify the sort criteria to use to display orders. Enter a value from UDC 43/OH.

Processing

This processing option specifies the supplier item cross-reference type code.

Supplier Item X-Reference Specify the type of cross reference that is set up for the supplier. Enter a value from UDC 41/DT. Examples of cross reference types include:

- Substitutes
- Replacements
- Bar codes
- Supplier item numbers

Versions

This processing option specifies which version of the Receipt Routing Movement and Disposition program (P43250) that the system uses.

1. Movement and Disposition (P43250)

Specify the version that the system uses when you are using the Receipt Routing Movement and Disposition program (P43250). If you leave this field blank, the system uses the *ZJDE0001* version.

Setting Up Purchase Order Inquiry

This section provides an overview of purchase order inquiry and discusses how to:

- Set up user-defined codes for purchase order inquiry.
- Set processing options for SRM - PO Inquiry (P43S05).

Understanding Purchase Order Inquiry

The SRM - PO Inquiry program (P43S05) enables you to review order information regardless of where an order is in the Procurement process. For example, an order might be awaiting acknowledgement, purchase order approval, shipment status update, and so on.

You can review order information for orders that have the following statuses:

- Awaiting acknowledgement
- Awaiting shipment
- In transit
- Received

The system displays only the order information that pertains to the current status of the order.

Note. The SRM - PO Inquiry program (P43S05) enables you to review information only and does not support any transactions.

Setting Up User-Defined Codes for Purchase Order Inquiry

This section lists the user-defined codes that are required for purchase order inquiry.

PO Inquiry Status Meaning (43S/IS)

This UDC associates applications with status values. The SRM - PO Inquiry (P43S05) application uses this UDC to identify the application to call when the user clicks the status link for a purchase order line.

You specify the status value in the Codes field and the application to associate with that status value in the Description 02 field.

This table is an example:

Codes	Description 01	Description 02	Special Handling
	<i>All Order Statuses</i>	<i>P43S01</i>	<i>7</i>
<i>245</i>	<i>Awaiting Acknowledgement</i>	<i>P43S01</i>	<i>1</i>
<i>280</i>	<i>Awaiting Receipt to Route</i>	<i>P4312S</i>	<i>3</i>

Codes	Description 01	Description 02	Special Handling
370	<i>Awaiting Shipment</i>	<i>P4312S</i>	3
380	<i>In Transit</i>		4
400	<i>Received</i>	<i>P43121SS</i>	5
999	<i>Received/Closed</i>	<i>P43121SS</i>	5

PO Inquiry Search Dates (43S/ID)

This UDC defines the values in the filter date search drop-down list that the system uses to edit parameters for the Purchase Orders Next \times days and Purchase Orders Past Date alerts and specifies the associated data item aliases in the query. You may add or remove values, or reset the sequence.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	<i>Order Requested Date</i>	<i>DRQJ</i>
02	<i>Order Entered Date</i>	<i>TRDJ</i>
03	<i>Order Shipment Date</i>	<i>ADDJ</i>
04	<i>Order Delivery Date</i>	<i>PDDJ</i>

PO Inquiry View Status (43S/IV)

This UDC defines the values in the View Status drop-down list that the system uses for purchase order inquiry.

This table lists hard-coded values:

Codes	Description 01
01	<i>All</i>
02	<i>Awaiting Acknowledgement</i>
03	<i>Awaiting Approval</i>
04	<i>Awaiting Shipment</i>

PO Inquiry Sort Options (43/IQ)

This UDC defines the values in the Sort By drop-down list that the Purchase Orders Advanced Search task uses and specifies the associated data item aliases in the query.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	Supplier	AN8
02	Order Number	DOCO
03	Extended Price	AEXP
04	Order Date	TRDJ
05	Requested Date	DRQJ
06	Quantity	UORG

Setting Processing Options for SRM - PO Inquiry (P43S05)

You can access the processing options for SRM - PO Inquiry (P43S05) using the Work With Interactive Versions program (P983051).

Default

This processing option selects purchase order documents based on document type.

Status of Order Inquiry List all purchase order document types to view in the self-service purchase order inquiry program. List document types one after another, separated by commas. You may list as many as eight statuses.

Display

These processing options control the display of information in the self-service purchase order inquiry program.

Role of User Enter a code to designate the user role for SRM - PO Inquiry (P43S05). Codes are:

1: Buyer

2: Supplier

Order Type Specify the order type that the system processes in the SRM - PO Inquiry program (P43S05).

Item Cross Reference Specify the cross-reference type code for supplier items. Enter a cross-reference type code from UDC 41/DT.

Maximum Number of Records Found Specify the maximum number of records that the system retrieves and displays. It is recommended that you limit the maximum number of records to 200 or fewer.

Versions

These processing options enable you to specify versions of the programs that are called by the SRM - PO Inquiry program (P43S05).

Notify Shipment (P4312S) Use this processing option to specify which version of the Notify Shipment program (P4312S) that the system uses for the SRM - PO Inquiry program (P43S05).

Receipt Route (P4312S) Use this processing option to specify which version of the Receipt Route program (P4312S) that the system uses for the SRM - PO Inquiry program (P43S05).

Setting Up Inventory Inquiry

This section provides an overview of inventory inquiry and discusses how to set processing options for Self-Service - Inventory Information Inquiry (P41204).

Understanding Inventory Inquiry

Suppliers can use self-service to review a variety of inventory information, such as general item information, item quantities, and reorder points. A supplier might want to review inventory to determine when an item needs to be reordered and to review items for which the quantity is lower than safety stock. Processing options for the Self-Service - Inventory Information Inquiry program (P41204) indicate whether the user is a supplier or customer.

Setting Processing Options for Self-Service - Inventory Information Inquiry (P41204)

You can access the processing options for Self-Service - Inventory Information Inquiry (P41204) using the Work With Interactive Versions program (P983051).

Defaults

These processing options control the display of information in the self-service inventory inquiry program.

- | | |
|-----------------------------------|---|
| 1. Display Option | Specify how the system displays records and quantities for the default display option. Values are:

Blank or <i>1</i> : The system displays records in summary mode and quantities at the item level.

<i>2</i> : The system displays records in detail mode and quantities at the item/branch level. |
| 2. Supplier View Option | Specify the default view option for suppliers. Values are:

<i>01</i> : Display all items.

<i>02</i> : Display only the items whose on-hand quantity is zero or a negative number.

<i>03</i> : Display only the items whose on-hand quantity is below the safety stock level. |
| 3. Customer View Option | Specify the default view option for customers. Values are:

<i>01</i> : Display all items.

<i>02</i> : Display only the items with a available quantity greater than zero. |
| 4. Quantity Display Option | Specify how the system displays quantities. Values are:

Blank: The system displays quantities in the actual numeric value. |

I: The system displays *Yes* if the actual quantity exceeds zero. The system displays *No* if the actual quantity is less than or equal to zero.

Process

These processing options enable the self-service inventory inquiry program to search for and display cross-reference information.

- | | |
|---|---|
| 1. Supplier Cross-Reference Type | Specify the cross-reference type code (UDC 41/DT) that the system uses to search for cross-reference information for a supplier item number. Cross-references associate your internal item numbers with the supplier's item numbers. You can set up items in the Item Master table (F4101), and create the cross-reference information in the Item Cross Reference program (P4104). If you leave this processing option blank, the system does not display and process any cross-reference information. |
| 2. Customer Cross-Reference Type | Specify the Cross Reference Type code (UDC 41/DT) that the system uses to search for cross-reference information for a customer item number. Cross-references associate your internal item numbers with the customer's item numbers. You can set up items in the Item Master table (F4101), and create the cross-reference information in the Item Cross Reference program (P4104). If you leave this processing option blank, the system does not display and process any cross-reference information. |
| 3. Supplier Search Type | Specify the search type for the supplier. If you leave this processing option blank, the system uses search type <i>V</i> . |
| 4. Customer Search Type | Specify the search type for the customer. If you leave this processing option blank, the system uses a search type of <i>C</i> . |

Setting Up Receipt Inquiry

This section provides an overview of receipt inquiry and discusses how to:

- Set up user-defined codes for receipt inquiry.
- Set processing options for SRM - Receipt Inquiry (P43121SS).

Understanding Receipt Inquiry

The SRM - Receipt Inquiry program (P43121SS) enables both suppliers and buyers to review multiple receipts at once. You can review the various statuses of the receipts and use links to other programs to process the receipts further and inquire about payment information. After you have searched for receipts, the system displays the receipts with a summarized view of quantities and amounts, and it also displays information such as quantity stocked, quantity that has been paid for, quantity awaiting payment, quantity that is in routing, and so on. You can click a link to access movement in routing functionality and to move the order line to another status.

Setting Up User-Defined Codes for Receipt Inquiry

This section lists the user-defined codes that are required for receipt inquiry.

Receipt Inquiry Search Dates (43S/RD)

This UDC defines the values in the Search By Date drop-down that the system uses for receipt inquiry and specifies the associated data item aliases that are used in the query.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	Receipt Date	RCDJ
02	PO Requested Date	DRQJ
03	PO Promised Delivery Date	PDDJ
04	PO Promised Shipment Date	PSDJ

Receipt Inquiry Status (43S/RS)

This UDC defines the values in the View Status drop-down that the system uses for receipt inquiry.

This table lists hard-coded values:

Codes	Description 01
0	All
1	In Route
2	In Stock
3	Vouchered

Receipt Inquiry Sort Options (43/RQ)

This UDC defines the values in the Sort By drop-down list that the system uses for receipt inquiry and specifies the associated data item aliases in the query.

This table is an example of possible values:

Codes	Description 01	Special Handling
01	Supplier	AN8
02	Purchase Order Number	DOCO
03	Receipt Extended Price	AREC
04	Receipt Date	RCDJ
05	Purchase Order Requested Date	DRQJ

Setting Processing Options for SRM - Receipt Inquiry (P43121SS)

You can access the processing options for SRM - Receipt Inquiry (P43121SS) using the Work With Interactive Versions program (P983051).

Display

These processing options control the display of information in the self-service receipt inquiry program.

Role of User	Enter a code to designate the user role for SRM - Receipt Inquiry (P43121SS). Codes are: <i>1</i> : Buyer <i>2</i> : Supplier
Order Type	Specify the order type that the system processes in the SRM - Receipt Inquiry program (P43121SS).
Item Cross Reference	Specify the cross-reference type code for supplier items. Enter a cross-reference type code from UDC 41/DT.
Maximum Number of Records Found	Specify the maximum number of records that the system retrieves and displays. We recommend that you limit the maximum number of records to 200 or fewer.

Versions

These processing options enable you to specify versions of the programs that are called by the SRM - Receipt Inquiry program (P43121SS).

Supplier Payment Inquiry Self Service (P04111)	Use this processing option to specify which version of the Supplier Payment Inquiry Self Service program (P04111) that the system uses for the SRM - Receipt Inquiry program (P43121SS).
Movement in Routing Self Service (P43250SS)	Use this processing option to specify which version of the Movement in Routing Self Service program (P43250SS) that the system uses for the SRM - Receipt Inquiry program (P43121SS).

Setting Up Payment Inquiry

This section provides an overview of payment inquiry and discusses how to:

- Set up user-defined codes for payment inquiry.
- Set processing options for Self-Service - Supplier Payment Inquiry (P04111).
- Set processing options for Self Service - Purchase Order Inquiry (P4310SS).

Understanding Payment Inquiry

Suppliers can use self-service to review the payment information that is entered in the PeopleSoft EnterpriseOne Accounts Payable system. This information includes open amounts for invoices, the payment status, and payment history information.

From the Self-Service - Supplier Payment Inquiry program (P04111), you can access the Self Service - Purchase Order Inquiry program (P4310SS) to review the purchase order that is associated with the payment.

Setting Up User-Defined Codes for Payment Inquiry

This section lists the user-defined codes that are required for payment inquiry.

A/P Self-Service Filter Option (04/SF)

This UDC defines the values in the View Voucher Status drop-down list that the system uses for payment inquiry.

This table lists hard-coded values:

Codes	Description 01
01:	All
02:	Open
03:	Paid
04:	Withheld

Self-Service A/P Sort Option (04/SO)

This UDC defines the values in the Sort By drop-down list that the system uses for payment inquiry and specifies the associated data item aliases in the query.

This table lists hard-coded values:

Codes	Description 01	Special Handling
01	None	
02	Invoice Date	DIVJ
03	Due Date	DDJ
04	Customer PO Number	PO
05	Amount Open	AAP
06	Invoice Amount	AG

Setting Processing Options for Self-Service - Supplier Payment Inquiry (P04111)

You can access the processing options for Self-Service - Supplier Payment Inquiry (P04111) using the Work With Interactive Versions program (P983051).

Default

These processing options control the display of information in the Self-Service - Supplier Payment Inquiry program and the version of the Self Service - Purchase Order Inquiry program (P4310SS).

- | | |
|---|--|
| 1. Default Filter Option | Specify which vouchers to display based on the pay status of the voucher. Values are:
<i>01</i> or Blank: Display all vouchers, open or paid.
<i>02</i> : Display only open vouchers.
<i>03</i> : Display only paid vouchers.
<i>04</i> : Display vouchers for which withholding tax applies. |
| 2. Default Sort Option | Enter a code to specify how vouchers are sorted. Values are:
<i>01</i> or Blank: Do not sort; the vouchers appear in the order in which they are retrieved from the table.
<i>02</i> : Sort by invoice date.
<i>03</i> : Sort by voucher due date.
<i>04</i> : Sort by buyer purchase order number.
<i>05</i> : Sort by voucher open amount.
<i>06</i> : Sort by the amount of the original invoice. |
| 3. Purchase Order Inquiry Self-Service Application Version | Specify the version of the Self Service - Purchase Order Inquiry program (P4310SS). |

Setting Processing Options for Self Service - Purchase Order Inquiry (P4310SS)

You can access the processing options for Self Service - Purchase Order Inquiry (P4310SS) using the Work With Interactive Versions program (P983051).

Default

These processing options control the display of information in the Self Service - Purchase Order Inquiry program.

- | | |
|---------------------------------------|--|
| 1. Order Header Filter Options | Enter a code to specify the filter to apply when displaying purchase orders. Values are:
<i>00</i> : Not specified.
<i>01</i> : All.
<i>02</i> : All purchase orders.
<i>03</i> : Open purchase orders.
<i>04</i> : Closed purchase orders.
<i>05</i> : Held purchase orders.
<i>06</i> : All blanket orders. |
|---------------------------------------|--|

- 07: Open blanket orders.*
08: Closed blanket orders.
09: Held blanket orders.
- 2. Order Detail Filter Options** Enter a code to specify how the system displays information on the View Order Detail form. Values are:
01: All lines.
02: Open lines.
03: Closed lines.
04: Held lines.
- 3. Order Header Sort Options** Enter a code to specify how the system sorts information on the View Order Header form. Values are:
01: Not specified.
02: Customer purchase order number.
03: Order date.
04: Requested date.
05: Promised date.
06: Order amount.
- 4. Order Detail Sort Options** Enter a code to specify how the system sorts information on the View Order Detail form. Values are:
01: Customer purchase order number.
02: Order date.
03: Promised date.
04: Requested date.
05: Quantity order.
06: Purchase order amount.
07: Agreement number.

Process

These processing options control the information that the system selects for display.

- 1. Purchasing Order Types (Required)** Specify the order types from UDC 00/DT that the system displays. If you need to enter multiple codes, enter them without punctuation or spaces. You must enter at least one order type in this processing option.
- 2. Include / Exclude (Future)** Specify a code to determine whether the system includes or excludes the purchase order type that you defined. Values are:
1: The system selects records whose order types do not match the purchase order type that you defined.
 Blank: The system selects records whose order types match the purchase order type that you defined.

- 3. Blanket Order Types (Required)** Specify the order types from UDC 00/DT that the system displays. If you need to enter multiple order types, enter them without punctuation or spaces. You must enter at least one order type in this processing option.
- 4. Maximum Number of Matches** Specify the number of records that the system searches for and displays. Limiting the number of records that the system searches for and displays helps you to maximize system performance.

Display

These processing options control the display of information.

- 1. Display Header or Detail** Specify whether the system displays the View Order Header form or the View Order Detail form when users inquire on orders. Values are:
I: Display the View Order Header form.
 Blank: Display the View Order Detail form.
- 2. Supplier Item X-Reference** Specify the code by which the system searches for and displays cross-reference information when using a customer item number. Cross-references associate your internal item numbers with the customer's item numbers. You set up items in the Item Master Information table (F4104) and create the cross-reference information in the Item Cross Reference Revisions program (P4104). You must specify a value that has been set up in user defined code table 41/DT. If you leave this processing option blank, the system does not display cross-reference information.
- 3. Type Code** Specify the type code of the Who's Who attention name that appears in the mailing address. You must enter a code that has been set up in user defined code table 01/W0. If you leave this processing option blank, the system does not display the attention name line in the mailing address.

Versions

These processing options enable you to specify versions of the programs that are called by the Self Service - Purchase Order Inquiry program (P4310SS).

- 1. Self Service - Display Payments (P04111)** Specify the version of the Self-Service - Display Payments program (P04111) the system uses to display payment information. If you leave this processing option blank, the system uses version ZJDE0001.
- 2. Self Service - Manage Purchase Order (P4311S)** Specify the version of the Self-Service - Manage Purchase Orders program (P04312S) that the system uses to modify purchase order information. If you leave this processing option blank, the system uses version ZJDE0001.
- 3. Self Service - Manage Purchase Order Receipt (P4312S)** Specify the version of Self-Service - Manage Purchase Orders Receipt program (P4312S) that the system uses to modify purchase orders receipt information. If you leave this processing option blank, the system uses version ZJDE0001.

Setting Up Supplier Release Scheduling

This section provides an overview of supplier release schedules, lists a prerequisite, and discusses how to:

- Set processing options for Supplier Schedule Revisions (P34301).
- Set processing options for Adhoc Schedule Revisions (P34302).

Understanding Supplier Release Schedules

Suppliers can use the SRM portlet to review planned and released supplier schedules. The schedule provides suppliers with advance notice of requirements and helps suppliers to forecast customer (also known as buyer or planner) needs for the future.

Suppliers can inquire about a particular item or blanket order that is associated with a supplier schedule. The buyer can allow the supplier to change delivery dates and quantities on the supplier schedule, provided that the buyer's enterprise has set the appropriate processing option in the Supplier Schedule Revisions program (P34301) to allow the supplier to make changes. After the supplier submits changes to the supplier schedule, the system automatically notifies the buyer of the changes that the supplier has made.

Prerequisite

Verify that the order type for kanban orders exists in UDC table 43/OT (Self Service Order Types).

See [Chapter 2, "Setting Up Supplier Self-Service and Buyer Workspace in PeopleSoft EnterpriseOne," Setting Up Common User-Defined Codes for Supplier Self-Service and Buyer Workspace, page 3.](#)

Setting Processing Options for Supplier Schedule Revisions (P34301)

These processing options enable you to configure the Supplier Schedule Revisions program for self-service.

Versions

You use these processing options to specify versions of other programs that are called by the Supplier Schedule Revisions program.

- | | |
|---|---|
| 1. Open Order Inquiry (P4310) | Specify the version of the Open Order Inquiry program (P4310) to inquire on open orders. If you leave this processing option blank, the system uses version ZJDE0001. |
| 2. Supply/Demand Inquiry (P4021) | Specify the version of the Supply/Demand Inquiry program (P4021) to use. If you leave this processing option blank, the system uses version ZJDE0001. |
| 3. Purchase Order Entry (P4310) | Specify the version of the Purchase Order Entry program (P4310) to use. If you leave this processing option blank, the system uses version ZJDE0001. |
| 4. Vendor/Blanket Information (P4321) | Specify the version of the Vendor/Blanket Information program (P4321) that you want to use. If you leave this processing option blank, the system uses version ZJDE0001. |
| 5. Pegging Information (P3412) | Specify the version of the Pegging Information program (P3412) that you want to use. If you leave this processing option blank, the system uses version ZJDE0001. |
| 6. Supplier Schedule Release Generation (R34410) | Specify the version of the Supplier Schedule Release Generation program (R34410) that you want to use. If you leave this processing option blank, the system uses version ZJDE0001. |

- 7. Item Branch (P41026B)** Specify the version of the Item Branch program (P41026B) to use. If you leave this processing option blank, the system uses version ZJDE0001.
- 8. Enter the version of Supply/Demand Inclusion Rules to use for active Blanket Order selection** Specify a value from UDC 40/RV that identifies an inclusion rule to use for this branch/plant. The Manufacturing and Warehouse Management systems use inclusion rules. For Manufacturing, inclusion rules enable multiple versions of resource rules for running MPS, MRP, or DRP. For Warehouse Management, inclusion rules enable multiple versions of inclusion rules for running putaway and picking. The system processes only those order lines that match the inclusion rule for a specified branch/plant.
- 9. Purchase Order Inquiry Self Service (P4310SS)** Specify the version of the Purchase Order Inquiry Self Service program (P4310SS) to use. If you leave this processing option blank, the system uses version ZJDE0001.

Defaults

These processing options affect the functioning of the Supplier Schedule Revisions program.

- 1. Enter the Document Type to filter on the form** Specify the document type from UDC 00/DT to select documents to display.
- 2. Supplier Self Service Functionality** Enter *1* to use the program with the Collaborative Portal.
- 3. Enter Cross Reference Type for Supplier Item Number (used only in web mode)** Specify the code to search cross-reference information using a supplier item number. Cross-references associate your internal item numbers with the supplier's item numbers. You can set up items in the Item Master Information table (F4101) and create the cross-reference information in the Item Cross Reference Revisions program (P4104). You must enter a value that has been set up in UDC 41/DT. If you leave this processing option blank, the system does not display or process any cross-reference information.
- 4. Allow changes to the schedule** Enter *1* to prevent changes to the schedule or leave this processing option blank to allow changes to the schedule. This processing option is operational only when you access this program through the Collaborative Portal.

Status Update

You use these options to control whether a supplier schedule can be updated based on its status as well as the status to apply to updated supplier schedules.

- Vendor Schedule Status** Specify the status from UDC 40/SS to apply to supplier schedules that are changed by the supplier.
- To Status** Specify the status from UDC 40/SS beyond which changes cannot be made to the supplier schedule. If you leave this processing option blank, the schedule is always open to change.

Setting Processing Options for Adhoc Schedule Revisions (P34302)

These processing options enable you to configure the Adhoc Schedule Revisions program for self-service.

Defaults

You use these processing options to control the display of supplier item cross reference information and to control whether users can change ad hoc schedules.

1. Enter Cross Reference Type for Supplier Item Number

Specify the code to search cross-reference information using a supplier item number. Cross-references associate your internal item numbers with the supplier's item numbers. You can set up items in the Item Master Information table (F4101) and create the cross-reference information in the Item Cross Reference Revisions program (P4104). You must enter a value that has been set up in UDC 41/DT. If you leave this processing option blank, the system does not display or process any cross-reference information.

2. Allow changes to the schedule

Enter *I* to prevent changes to the schedule or leave this processing option blank to allow changes to the schedule. This processing option is operational only when you access this program through the Collaborative Portal.

CHAPTER 3

Configuring the SRM Portlet Using the Configuration Wizard

This chapter provides an overview of the Supplier Relationship Management (SRM) portlet and discusses how to:

- Configure the portlet.
- Edit the portlet.

Understanding the SRM Portlet

The SRM Configurable Portlet provides a fully configurable shell portlet that you can easily to change without Java programming. You can select the queries to display in the portlet at runtime using a wizard interface.

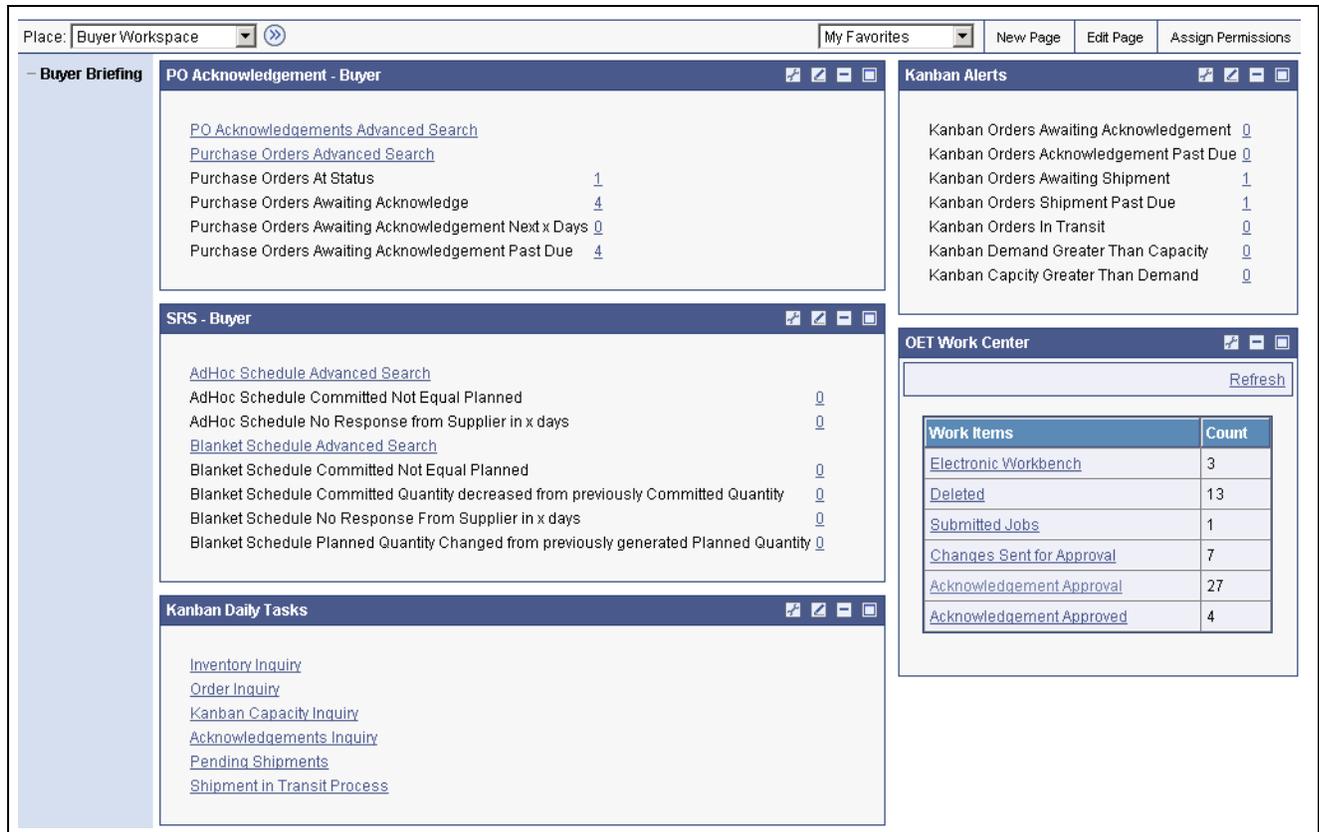
The SRMPortlet.war file includes an empty SRM portlet to use as a template for individual instances of the implementation portlets. To implement the portlet, complete these steps:

1. Create a new instance by copying the shipped portlet using the standard features of the portlet administration.
2. Assign permissions for users and place the portlet into a page.
3. Configure the portlet to communicate with PeopleSoft EnterpriseOne and to specify the queries that you want to include in the portlet.

Supplier Self-Service and Buyer Workspace

It is recommended that you create a page that contains portlets for suppliers and another page that contains portlets for buyers. All supplier applications are available to the buyer, so that the buyer can perform an action on behalf of a supplier if the need arises. The supplier however, cannot perform buyer tasks.

The following screen is an example of a page that has been set up for a buyer:



Buyer Briefing page

On this page, each of the portlets (PO Acknowledgement - Buyer, SRS - Buyer, and so on), is a copy of the SRM portlet, except for the OEM Work Center portlet. Each copy of the portlet has been assigned a name that appears in the dark blue bar. Each portlet has been configured to include different alerts and those alerts have been configured in some cases to use customized descriptions.

Configuring the Portlet

This section provides an overview of the configure wizard and discusses how to:

- Configure the portlet to communicate with PeopleSoft EnterpriseOne.
- Select alerts.
- Add alert parameters.

Understanding the Configure Wizard

You must configure each instance of the portlet to communicate with PeopleSoft EnterpriseOne. You also configure the portlet to specify which alerts and tasks to display and to set up specific aspects of each task and alert, such as which version of the called program to use, whether the alert is used by the buyer or supplier, and the data that the alert or task displays.

You only need to configure each portlet instance once for all users. An individual with appropriate administrative rights must configure the portlet.

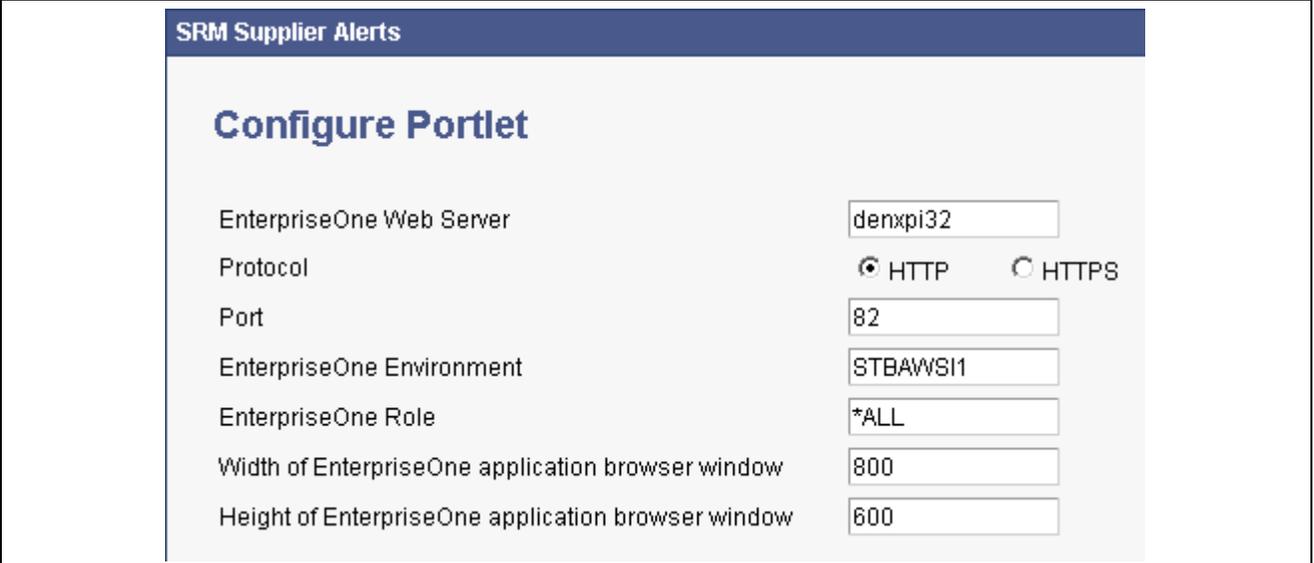
Note. You must advance through all steps of the configure wizard and click Done on the last step to save any changes you have made to the configuration.

Pages Used to Configure the Portlet

Form Name	FormID	Navigation	Usage
Configure Portlet	N/A	Click  . Click the Begin Wizard link.	Access the configuration wizard.
Select Alerts	N/A	Click Next on the Configure Portlet page.	Select the queries to include in the selected incidence of the SRM portlet.
Add Alert Parameters	N/A	Click Next on the Select Alerts page.	Configure the alerts that you selected.

Configuring the Portlet to Communicate with PeopleSoft EnterpriseOne

Access the Configure Portlet page.



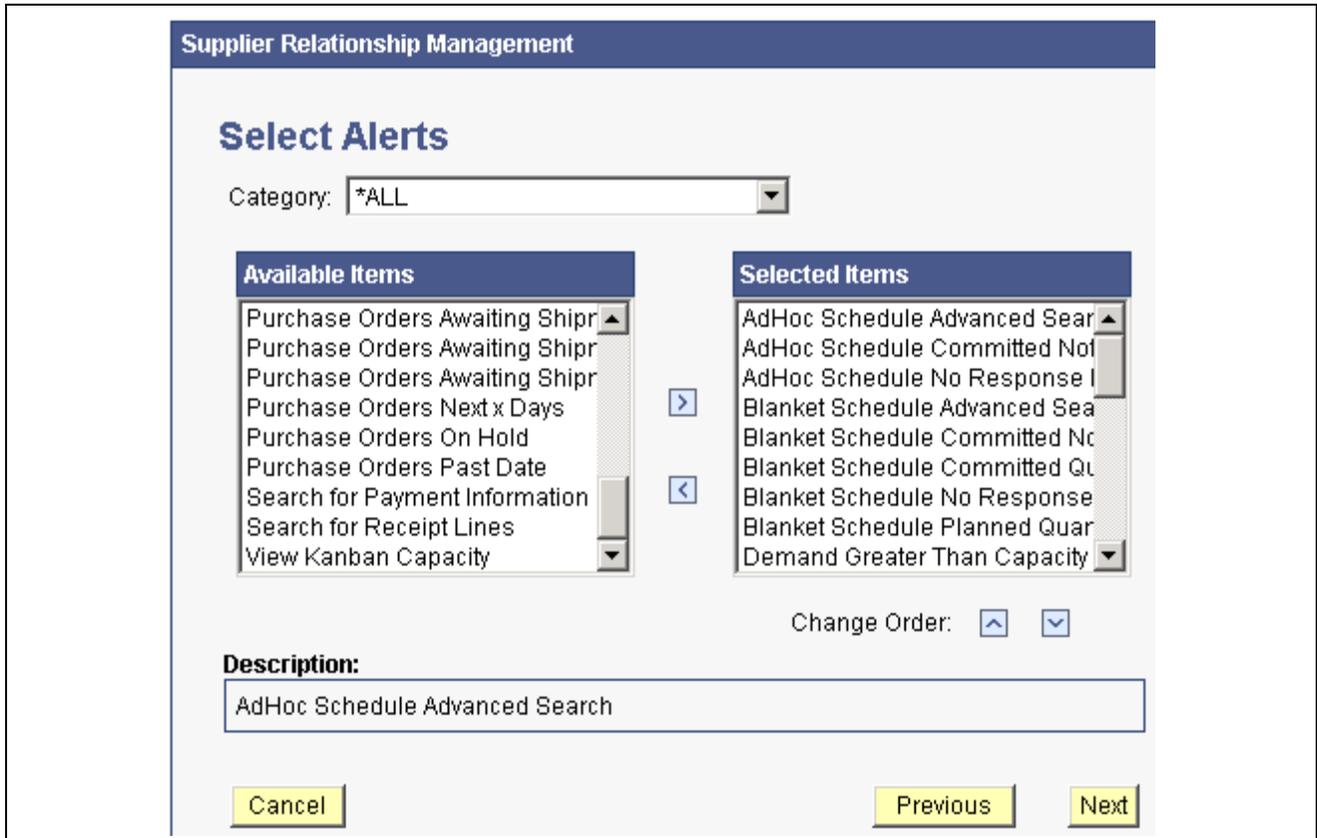
Configure Portlet page

- EnterpriseOne Web Server** Enter the server portion of the URL that you use to access PeopleSoft EnterpriseOne. For example, if your URL for PeopleSoft EnterpriseOne is `http://abccorp:80`, enter *abccorp*.
- Protocol** Specify the protocol that you use to access PeopleSoft EnterpriseOne.
- Port** Enter the port portion of the URL that you use to access PeopleSoft EnterpriseOne. For example, if your URL for PeopleSoft EnterpriseOne is `http://abccorp:80`, enter *80*.
- EnterpriseOne Environment** Specify the PeopleSoft EnterpriseOne environment that you want users of this portlet to access.

EnterpriseOne Role Specify the PeopleSoft EnterpriseOne role of the users who will access a PeopleSoft EnterpriseOne environment from this portlet.

Selecting Alerts

Access the Select Alerts page.



Select Alerts page

This table lists the available alerts:

Available Item	Associated Program	Initial Form Displayed
AdHoc Schedule Advanced Search	P34302	W34302B
AdHoc Schedule Committed Not Equal Planned	P34302	W34302A
AdHoc Schedule No Response From Supplier in x days	P34302	W34302A
Blanket Schedule Advanced Search	P34301	W34301A
Blanket Schedule Committed Not Equal Planned	P34301	W34301I

Available Item	Associated Program	Initial Form Displayed
Blanket Schedule Committed Quantity decreased from previously Committed Quantity	P34301	W34301I
Blanket Schedule No Response From Supplier in x days	P34301	W34301I
Blanket Schedule Planned Quantity Changed from previously generated Planned Quantity	P34301	W34301I
Demand Greater Than Capacity	P3019	W3019B
Inventory Advanced Search	P41204	W41204A
Movement In Route Advanced Search	P43250SS	W43250SSC
PO Acknowledgements Advanced Search	P43S01	W43S01D
PO Awaiting Shipment Advanced Search	P4312S	W4312SH
Purchase Orders Advanced Search	P43S05	W43S05C
Purchase Orders At Route Step	P43250SS	W43250SSA
Purchase Orders At Route Step More Than x Days	P43250SS	W43250SSA
Purchase Orders At Status	P43S05	W43S05A
Purchase Orders Awaiting Acknowledge	P43S01	W43S01G
Purchase Orders Awaiting Acknowledgement Next x Days	P43S01	W43S01G
Purchase Orders Awaiting Acknowledgement Past Due	P43S01	W43S01G
Purchase Orders Awaiting Shipment	P4312S	W4312SB
Purchase Orders Awaiting Shipment Next X Days	P4312S	W4312SB
Purchase Orders Awaiting Shipment Past Due	P4312S	W4312SB
Purchase Orders Next x Days	P43S05	W43S05A
Purchase Orders On Hold	P43S05	W43S05A

Available Item	Associated Program	Initial Form Displayed
Purchase Orders Past Date	P43S05	W43S05A
Search for Payment Information	P04111	W04111B
Search for Receipt Lines	P43121SS	W43121SSC
View Kanban Capacity	P3019	W3019B

Note. You can include an available item more than once in the Selected Items list. This action enables you to use two or more versions of an alert with different configurations.

Adding Alert Parameters

Access the Add Alert Parameters page.

You must select parameters for each of the alerts that you selected. This section discusses the parameters for each of the available alerts.

AdHoc Schedule Advanced Search

- Version** Specify the version of the Adhoc Schedule Revisions program (P34302) to use.
- Alert Label** Enter text to identify this alert in the portlet.
- User Role Supplier Release Scheduling** Select the user role for whom you are setting up this alert.

AdHoc Schedule Committed Not Equal Planned

- Version** Specify the version of the Adhoc Schedule Revisions program (P34302) to use.
- Alert Label** Enter text to identify this alert in the portlet.
- User Role Supplier Release Scheduling** Select the user role for whom you are setting up this alert.

AdHoc Schedule No Response From Supplier in x days

- Version** Specify the version of the Adhoc Schedule Revisions program (P34302) to use.
- Alert Label** Enter the text to identify this alert in the portlet.
- User Role Supplier Release Scheduling** Select the user role for whom you are setting up this alert.

Blanket Schedule Advanced Search

- Version** Specify the version of the Supplier Schedule Revisions program (P34301) to use.
- Alert Label** Enter text to identify this alert in the portlet.

User Role Supplier Release Scheduling Select the user role for whom you are setting up this alert.

Blanket Order Document Type Select the document type for blanket orders. The system stores the values in user-defined code (UDC) table 43/OT.

Blanket Schedule Committed Not Equal Planned

Version Specify the version of the Supplier Schedule Revisions program (P34301) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Supplier Release Scheduling Select the user role for whom you are setting up this alert.

Blanket Order Document Type Select the document type for blanket orders. The system retrieves values from UDC table 43/OT.

Blanket Schedule Committed Quantity decreased from previously Committed Quantity

Version Specify the version of the Supplier Schedule Revisions program (P34301) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Supplier Release Scheduling Select the user role for whom you are setting up this alert.

Blanket Order Document Type Select the document type for blanket orders. The system retrieves values from UDC table 43/OT.

Blanket Schedule No Response From Supplier in x days

Version Specify the version of the Supplier Schedule Revisions program (P34301) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Supplier Release Scheduling Select the user role for whom you are setting up this alert.

Blanket Order Document Type Select the document type for blanket orders. The system retrieves values from UDC table 43/OT.

Blanket Schedule Planned Quantity Changed from previously generated Planned Quantity

Version Specify the version of the Supplier Schedule Revisions program (P34301) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Supplier Release Scheduling Select the user role for whom you are setting up this alert.

Blanket Order Document Type Select the document type for blanket orders. The system retrieves values from UDC table 43/OT.

Demand Greater Than Capacity

Version Specify the version of the Kanban Replenishment Capacity program (P3019) to use.

Alert Label Enter text to identify this alert in the portlet.

Demand Capacity Flag Select an option to specify whether you want to check for items whose demand is greater than capacity or whose capacity is greater than demand.

Inventory Advanced Search

Version Specify the version of the Self-Service - Inventory Information Inquiry program (P41204) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

Movement In Route Advanced Search

Version Specify the version of the Self-Service - Movement in Routing program (P43250SS) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

PO Acknowledgements Advanced Search

Version Specify the version of the SRM - PO Acknowledgement program (P43S01) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

PO Awaiting Shipment Advanced Search

Version Specify the version of the Self-Service - Purchase Order Receipts program (P4312S) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

Purchase Orders Advanced Search

Version Specify the version of the SRM - PO Inquiry program (P43S05) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

Purchase Orders At Route Step

Version	Specify the version of the Self-Service - Movement in Routing program (P43250SS) to use.
Movement Step Options	Select the route step for which you want to review purchase orders. The system retrieves values from UDC table 43/MS.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Document Type	Select the document types for the purchase orders that you want to review. The system retrieves from UDC table 43/OT.

Purchase Orders At Route Step More Than x Days

Version	Specify the version of the Self-Service - Movement in Routing program (P43250SS) to use.
Movement Step Options	Select the route step for which you want to review purchase orders. The system retrieves values from UDC table 43/MS.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Document Type	Select the document types for the purchase orders that you want to apply receipt routing. The system retrieves values from UDC table 43/OT.

Purchase Orders At Status

Version	Specify the version of the SRM - PO Inquiry program (P43S05) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Line Status	Select the line statuses for which you want to be alerted. The system retrieves values from UDC table 43S/IS.
Document Type	Select the document types for which you wanted to be notified that a purchase order line is at the status that is specified in the Line Status option. The system retrieves values from UDC table 43/OT.

Purchase Orders Awaiting Acknowledge

Version	Specify the version of the SRM - PO Acknowledgement program (P43S01) to use.
Acknowledgement Status	Select the status that you want to be applied to the purchase order when it is acknowledged. The system retrieves values from UDC table 40/AT.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.

Document Type Select the document types of the purchase orders that are awaiting acknowledgement for which you want to be alerted. The system retrieves values from UDC table 43/OT.

Purchase Orders Awaiting Acknowledgement Next x Days

Version Specify the version of the SRM - PO Acknowledgement program (P43S01) to use.

Acknowledgement Status Select the status that you want to apply to the purchase order when it is acknowledged. The system retrieves values from UDC table 40/AT.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

Document Type Select the document types of the purchase orders that are awaiting acknowledgement within the next *x* days for which you want to be alerted. The system retrieves values from UDC table 43/OT.

Purchase Orders Awaiting Acknowledgement Past Due

Version Specify the version of the SRM - PO Acknowledgement program (P43S01) to use.

Acknowledgement Status Select the status that you want to apply to the purchase order when it is acknowledged. The system retrieves values from UDC table 40/AT.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

Document Type Select the document types of the past due purchase orders that are awaiting acknowledgement for which you want to be alerted. The system retrieves values from UDC table 43/OT.

Purchase Orders Awaiting Shipment

Version Specify the version of the Self-Service - Purchase Order Receipts program (P4312S) to use.

Alert Label Enter text to identify this alert in the portlet.

User Role Select the user role for whom you are setting up this alert.

Route Status Select the route status for purchase orders that are awaiting shipment. The system retrieves values from UDC table 43/OS.

Document Type Select the document types of the purchase orders that are awaiting shipment for which you want to be alerted. The system retrieves values from UDC table 43/OT.

Purchase Orders Awaiting Shipment Next X Days

Version Specify the version of the Self-Service - Purchase Order Receipts program (P4312S) to use.

Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Route Status	Select the route status for purchase orders that are awaiting shipment within the specified number of days. The system retrieves values from UDC table 43/OS.
Document Type	Select the document types of the purchase orders that are awaiting shipment within the next <i>x</i> days for which you want to be alerted. The system retrieves values from UDC table 43/OT.

Purchase Orders Awaiting Shipment Past Due

Version	Specify the version of the Self-Service - Purchase Order Receipts program (P4312S) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Route Status	Select the route status for purchase orders that are past due for shipment but are still awaiting shipment. The system retrieves values from UDC table 43/OS.
Document Type	Select the document types of the past due purchase orders that are awaiting shipment for which you want to be alerted. The system retrieves values from UDC table 43/OT.

Purchase Orders Next *x* Days

Version	Specify the version of the SRM - PO Inquiry program (P43S05) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Line Status	Select the line statuses for which you want to be alerted. The system retrieves values from UDC table 43S/IS.
Document Type	Select the document types for which you wanted to be notified that a purchase order line is at the status that is specified in the Line Status option. The system retrieves values from UDC table 43/OT.

Purchase Orders On Hold

Version	Specify the version of the SRM - PO Inquiry program (P43S05) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Line Status	Select the line statuses for which you want to be alerted. The system retrieves values from UDC table 43S/IS.
Document Type	Select the document types for which you wanted to be notified that a purchase order line is at the status that is specified in the Line Status option. Values are retrieved from UDC table 43/OT.

Purchase Orders Past Date

Version	Specify the version of the SRM - PO Inquiry program (P43S05) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.
Line Status	Select the line statuses for which you want to be alerted. The system retrieves values from UDC table 43S/IS.
Document Type	Select the document types for which you wanted to be notified that a purchase order line is at the status that is specified in the Line Status option. The system retrieves values from UDC table 43/OT.

Search for Payment Information

Version	Specify the version of the Self-Service - Supplier Payment Inquiry program (P04111) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.

Search for Receipt Lines

Version	Specify the version of the SRM - Receipt Inquiry program (P43121SS) to use.
Alert Label	Enter text to identify this alert in the portlet.
User Role	Select the user role for whom you are setting up this alert.

View Kanban Capacity

Version	Specify the version of the Kanban Replenishment Capacity program (P3019) to use.
Alert Label	Enter text to use to identify this alert in the portlet.

Editing the Portlet

This section provides an overview of the edit wizard and discusses how to edit alert parameters.

Understanding the Edit Wizard

You use the Edit Wizard to specify information for each alert such as the date to use and the number of days to use as the basis for date-sensitive alerts.

Edit settings are specific to each user so users can configure the portlet according to their individual preferences. However, as a result, you must complete the Edit Wizard for each portlet instance and each user.

Some alerts and tasks do not require configuration in the Edit Wizard.

When you edit tasks and alerts that have been configured for the buyer, you have all of the same options that you have when you edit tasks and alerts that have been configured for the supplier. In addition, you can specify a supplier address number so that the task or alert displays only records that are associated with a specific supplier. If you do not specify a supplier number, the buyer can use the task or alert to review records for all suppliers.

Page Used to Edit the Portlet

Form Name	FormID	Navigation	Usage
Edit Alerts	N/A	Click  .	Click the Begin Wizard link to access additional parameters that you need to set up for selected alerts.

Editing Alert Parameters

Access the Edit Alerts page.

You must select additional parameters for some of the alerts that you selected. This section discusses the parameters for each of the alerts that requires additional parameters.

AdHoc Schedule Committed Not Equal Planned

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days beyond the current date for which you want to display records. The system displays only records whose start date is between the current date and the number of days that you specify beyond the current date.

AdHoc Schedule No Response From Supplier in x days

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days beyond the current date for which you want to display records. The system displays only records whose start date is between the current date and the number of days you specify beyond the current date.

Days Response Enter the number of days represented by the variable x . The system displays ad hoc schedules for which you have received no response within the number of days that you specify.

Blanket Schedule Committed Not Equal Planned

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days beyond the current date for which you want to display records. The system displays only records whose start date is between the current date and the number of days that you specify beyond the current date.

Blanket Schedule Committed Quantity decreased from previously Committed Quantity

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days beyond the current date for which you want to display records. The system displays only records whose start date is between the current date and the number of days that you specify beyond the current date.

Blanket Schedule No Response From Supplier in x days

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days beyond the current date for which you want to display records. The system displays only records whose start date is between the current date and the number of days that you specify beyond the current date.

Days Response Enter the number of days represented by the variable x . The system displays blanket schedules for which you have received no response within the number of days that you specify.

Blanket Schedule Planned Quantity Changed from previously generated Planned Quantity

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Specify the minimum number of days by which the planned quantity must have changed from the previously generated planned quantity for you to be alerted of the change.

Purchase Orders At Route Step

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Purchase Orders At Route Step More Than x Days

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days represented by the variable x . The system displays purchase orders that have been at a specific route step for more than the number of days that you specify.

Purchase Orders At Status

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Purchase Orders Awaiting Acknowledge

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Purchase Orders Awaiting Acknowledgement Next x Days

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Date Type Select the date on which you want to base the alert. The system retrieves values from UDC 43/DS.

Days Thru Enter the number of days that represented by the variable x . The system displays purchase orders that are due to be acknowledged within the number of days that you specify.

Purchase Orders Awaiting Acknowledgement Past Due

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Date Type Select the date on which you want to base the alert. The system retrieves values from UDC 43/DS.

Days Thru Specify the number of days past due based on the date that you selected in the *Date Type* option. The system displays purchase orders that are awaiting acknowledgement for which the current date exceeds the date that you specify in the *Date Type* option by the number of days you specify in the *Days Thru* option.

Purchase Orders Awaiting Shipment

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Purchase Orders Awaiting Shipment Next X Days

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Date Type Select the date on which you want to base the alert. The system retrieves values from UDC 43S/DS.

Days Thru Enter the number of days that are represented by the variable *x*. The system displays purchase orders that are awaiting shipment within the number of days that you specify.

Purchase Orders Awaiting Shipment Past Due

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Date Type Select the date on which you want to base the alert. Values are retrieved from UDC 43S/DS.

Days Thru Specify the number of days past due based on the date that you selected in the *Date Type* option. The system displays purchase orders that are awaiting

shipment for which the current date exceeds the date you specify in the *Date Type* option by the number of days you specify in the *Days Thru* option.

Purchase Orders Next x Days

Date Type Select the date on which you want to base the alert. The system retrieves values from UDC table 43S/ID.

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Enter the number of days that are represented by the variable *x*. The system displays purchase orders for which the date you specify in the *Date Type* option is within the number of days you specify in the *Days Thru* option.

Purchase Orders On Hold

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Purchase Orders Past Date

Date Type Select the date on which to base the alert. The system retrieves values from UDC table 43S/ID.

SupplierAddressNumber Specify the address number for the supplier on whose orders you want to inquire.

Note. The system displays this option only if the alert is configured for the buyer.

Days Thru Specify the number of days past due based on the date you select in the *Date Type* option. The system displays purchase orders for which the current date exceeds the date you specify in the *Date Type* option by the number of days you specify in the *Days Thru* option.

CHAPTER 4

Processing the Procurement Cycle

This chapter provides an overview of the procurement cycle and discusses how to:

- Acknowledge purchase orders.
- Process shipment notifications and receipt routing.
- Review inventory information.
- Review purchase order information.
- Review receipt information.
- Review payment information.

Understanding the Procurement Cycle

This table lists the major steps of a typical procurement cycle and the user who performs each step:

Step	User
Purchase order creation and dispatch.	Buyer
Purchase order acknowledgement	Supplier
Purchase order acknowledgement change approvals.	Buyer
Purchase order shipment notification (status update or receipt routing).	Supplier
Movement in route.	Supplier or third-party
Purchase order receipt creation.	Buyer Note. The supplier can review the purchase order receipt.
Voucher creation.	Buyer Note. The supplier can review the voucher information.
Payment creation.	Buyer Note. The supplier can review the payment information.

With the exception of purchase order creation and voucher creation, the SRM portlet exposes these transactions.

Acknowledging Purchase Orders

This section provides an overview of purchase order acknowledgement and discusses how to:

- Review purchase orders awaiting acknowledgement.
- Submit purchase order acknowledgements.
- Split purchase order lines.
- Approve supplier changes.

Understanding Purchase Order Acknowledgment

When a buyer creates a purchase order in PeopleSoft EnterpriseOne, the supplier for whom the purchase order was entered can use the SRM portlet to view the purchase order.

The supplier can acknowledge the purchase order without changes. In this situation, the system updates the purchase order line status to an acknowledged status in accordance with the order activity rules.

The supplier can also change the date, quantity, and unit price and then acknowledge the purchase order. If the quantity is short-supplied, the supplier can cancel the remaining quantity. If the supplier changes the date, quantity, or unit price, the system validates the changes against the tolerance rules and initiates a purchase order change approval workflow if the purchase order is out of tolerance.

If the supplier needs to indicate delivery over multiple dates, the supplier can split purchase order lines.

Note. The buyer can perform purchase order acknowledgment, including modifying or splitting the purchase order, on behalf of the supplier. If the buyer makes a change that exceeds the tolerance rules, the purchase order is routed through the approval process just as it would be if the supplier had done the acknowledgment.

Split Lines

You split lines if an order line is going to be split across multiple deliveries. When you acknowledge split lines, the system creates multiple order lines that are tracked individually from that time forward.

When assessing the tolerances for split lines, the system does not check the quantity individually on each line. Instead, the system sums the quantity from all of the split lines and validates the total against the original quantity.

The system assesses the price and date at the split line level.

Acknowledgement Change Approval

If the supplier makes changes to a purchase order that exceed the tolerance, the system sends a workflow message to the buyer's work center. The Acknowledgement Approval queue in the work center contains all of the orders that have failed the tolerance test and are waiting for the buyer to review and approve them.

The workflow message contains a link that enables the buyer to launch the Approve Purchase Order page in the Collaborative Portal. From this page, the buyer can approve or reject the supplier's changes. The buyer can also attach a text note or attachment that is included in the approval or rejection message that is sent back to the supplier.

When the buyer clicks either Approve or Reject on the Approve Purchase Order page, the system sends a workflow message to the supplier in either the Acknowledgement Approved or Acknowledgement Rejected work center queue.

Pages Used to Acknowledge Purchase Orders

Form Name	FormID	Navigation	Usage
Search for Orders to Acknowledge	W43S01D	Select the PO Acknowledgements Advanced Search task.	Locate purchase orders that are waiting for supplier acknowledgement.
View Order Header Information	W43S01G	<ul style="list-style-type: none"> • Select the Purchase Orders Awaiting Acknowledge alert. • Select the Purchase Orders Awaiting Acknowledgement Next x Days alert. • Select Purchase Orders Awaiting Acknowledgement Past Due alert. 	The supplier can use this page to review purchase orders that are awaiting acknowledgement.
Acknowledge Orders	W43S01B	<ul style="list-style-type: none"> • Click Find on the Search for Orders to Acknowledge page. • Click an order number on the View Order Header Information page. 	Acknowledge purchase orders with or without changes.
Search for Orders to Acknowledge	W43S01D	Click the Search link on the Acknowledge Orders page.	<p>Search for purchase orders to acknowledge that are not already listed on the Acknowledge Orders page.</p> <p>When you click Find on the Search for Orders to Acknowledge page, the system loads the purchase orders that are retrieved in the search on the Acknowledge Orders page.</p>
Edit Order to Acknowledge	W43S01C	Click the Edit link on the Acknowledge Orders page.	<p>Add an attachment to the purchase order or revise the following purchase order information:</p> <ul style="list-style-type: none"> • Supplier sales order number. • Quantity. • Unit purchase price. • Delivery date. • Shipment date. • Payment terms. • Carrier. • Lot number.

Page Name	Object Name	Navigation	Usage
Split and Acknowledge PO Lines	W43S01E	Click the Split Lines link on the Acknowledge Orders page.	Specify different delivery dates for specific quantities.
Approve Purchase Order	W43181A	Access the Changes Need To Be Approved message in the work center, click the button to access the detailed media object for the message, and then click the Purchase Order Approval link.	Approve or reject the changes that exceed tolerance that a supplier has made to a purchase order.

Reviewing Purchase Orders Awaiting Acknowledgement

Access the View Order Header Information page.

Purchase Order Acknowledgement
View Order Header Information

All Orders >> 2 Record(s) Found

Buyer *Self-Service Supplier*

Search by

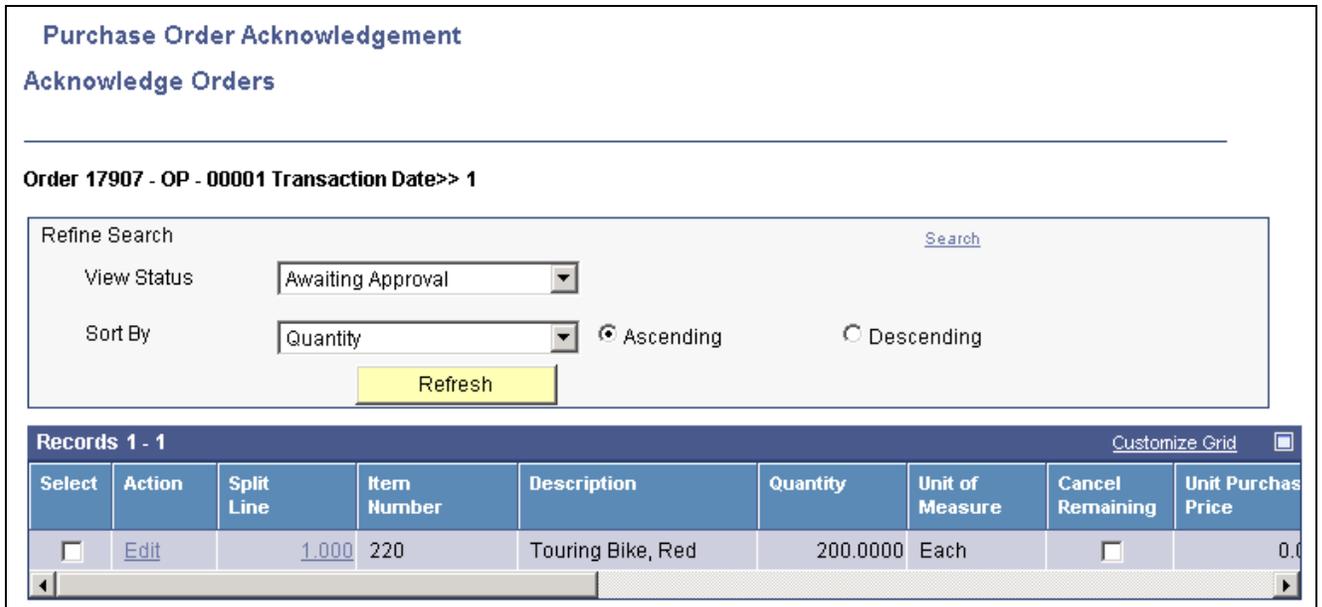
Sort by Ascending Descending

Records 1 - 2 Customize Grid <input type="checkbox"/>				
Order	Description	Order On Hold	Attachments	Order Lines
17907 - OP - 00001		No	None	1
18004 - OP - 00001		No	None	2

View Order Header Information page

Submit Purchase Order Acknowledgements

Access the Acknowledge Orders page.



Acknowledge Orders page

- Edit** Click this link to access the Edit Order to Acknowledge page.
- Split Line** Click this link to access the Split and Acknowledge PO Lines page.
- Quantity** Specify the quantity of the item that you plan to deliver.
- Cancel Remaining** Select this option if you are unable to deliver the complete order. The system cancels difference between the original quantity and the quantity you have specified in the Quantity field.
- Delivery Date** Specify the date that you expect to deliver the item.
- Select** Select this option for the lines that you want to acknowledge
- Acknowledge** Click this button to acknowledge the purchase order.
The system acknowledges only those lines for which you have selected the Select check box.
If you have made changes to the quantity or delivery date, the system validates your changes against the tolerance rules and initiates the PO Change Approval workflow if your changes exceed the tolerance.

Splitting Purchase Order Lines

Access the Split and Acknowledge PO Lines page.

Split and Acknowledge PO Lines

Split and Acknowledge PO Lines

Order 17907 - OP - 00001 Line Number 1.000
 Item Number 220 Touring Bike, Red

Quantity	200.0000	Each
Unit Purchase Price	0	U.S. Dollar
Extended Purchase Price	0	U.S. Dollar
Delivery Date	05/24/2005	

Remaining Quantity

Select	Line Number	Quantity	Unit Of Measure	Unit Purchase Price	Extended Purchase Price	Transaction Currency	Delivery Date
<input type="checkbox"/>	1.000	100.0000	Each	450.0000		U.S. Dollar	05/24/2005
<input type="checkbox"/>	1.010	100.0000	Each	450.0000		U.S. Dollar	06/22/2005
<input type="checkbox"/>			Each	0.0000		U.S. Dollar	05/24/2005

Split and Acknowledge PO Lines page

- Quantity** Specify the quantity that you will deliver on a delivery date.
 When you press tab after entering a quantity in this field, the system creates a new line on which you can specify the quantity for another delivery date. The total in the Quantity field for all lines must be greater than or equal to the order quantity.
- Unit Purchase Price** Specify the unit cost of one item, as purchased from the supplier, excluding freight, taxes, discounts, and other factors that might modify the actual unit cost.
- Delivery Date** Specify the delivery date for the quantities that are listed on each line.
- Shipment Dates** Specify the shipment date for the quantities that are listed on each line.
- Select** Select this option for the lines that you want to acknowledge
- Acknowledge** Click this button to acknowledge the purchase order after you have split the lines and specified the appropriate delivery and shipment dates.
 The system acknowledges only those lines for which you have selected the Select check box.

Approving Supplier Changes

Access the Approve Purchase Order page.

- Edit movement details.

Understanding Shipment Notifications and Receipt Routing

The supplier can notify the buyer of a shipment in one of two ways:

- The supplier can update the purchase order line status to indicate that the items on the line are in transit.
- The supplier can move shipments into routing.

The supplier can specify the quantity, lot information, and a shipment identifier. Suppliers can also cancel any remaining quantity on the order.

The system either updates the purchase order line status or moves the shipment into routing, depending on how the processing options are set for the Self-Service - Purchase Order Receipts program (P4312S).

Note. You can set up a version of the Self-Service - Purchase Order Receipts program to enable the buyer to perform purchase order acknowledgements on behalf of the supplier so that the system updates the status to approved, bypassing the purchase order approval process that results if the buyer makes changes to the purchase order that exceed the tolerance.

Movement in Route

Suppliers and third-party service providers can use the Supplier Relationship Management (SRM) portlet to move receipted purchases through various routing steps.

The Self-Service - Movement in Routing program (P43250SS) enables suppliers and third-party service providers to move a shipment to the next route operation, as well as to specify quantity and lot information.

Pages Used to Process Shipment Notifications and Receipt Routing

Form Name	FormID	Navigation	Usage
Search for Order Lines to Notify	W4312SH	Select the PO Awaiting Shipment Advanced Search task.	Search for purchase orders that are awaiting shipment.
View Orders to Ship	W4312SB	<ul style="list-style-type: none"> Select the Purchase Orders Awaiting Shipment alert. Select the Purchase Orders Awaiting Shipment Next x Days alert. Select the Purchase Orders Awaiting Shipment Past Due alert. 	Access purchase orders that are awaiting shipment to send a shipment notification.
Notify Order Shipment	W4312SF	<ul style="list-style-type: none"> Click the Find link on the Search for Order Lines to Notify page. Click the order number link on the View Orders to Ship page. 	Notify the buyer of a shipment. Note. Whether the shipment notification results only in a status update or results in moving the receipt into routing depends on the how the processing options are set for the version of the Self-Service - Purchase Order Receipts program (P4312S) that you are using.
Edit Line Item Detail	W4312SG	Click an EDIT link on the Orders Awaiting Shipment page.	Specify the shipment identifier, quantity to ship, and shipment date.
View Orders on Route	W43250SSA	<ul style="list-style-type: none"> Select the Purchase Orders At Route Step alert. Select the Purchase Orders At Route Step More Than x Days alert. 	Access shipments that are at a specific route step to advance the routing of the shipment.
Move Line Items on Route	W43250SSD	Select the Movement In Route Advanced Search task.	Move a shipment to the next route operation and specify quantity and lot information.
Edit Line Item Detail	W43250SSE	Click an Edit link on the Move Line Items on Route page.	Update the movement details, as well as lot information. This system passes this information to the receipt process if the next step moves the quantity into stock.

Sending a Shipment Notification

Access the Notify Order Shipment page.

Orders Awaiting Shipment
Notify Order Shipment

Order Date From 05/01/2005 Through 05/31/2005, Supplier 5931091

Refine Search

Destination [Return to Search](#)

Sort By Ascending Descending

Default to line

Shipment Identifier

Records 1 - 4 [Customize Grid](#)

Select	Order	Quantity to Ship	Cancel Remaining	Action	Line Number	Item Number	Item Description	Unit of Measure	Quantity Available to Ship
<input type="checkbox"/>	17906-OP-00001	100.0000	<input type="checkbox"/>	EDIT	1.000	210	Mountain Bike, Red	Each	100.0000
<input checked="" type="checkbox"/>	17907-OP-00001	200.0000	<input type="checkbox"/>	EDIT	1.000	220	Touring Bike, Red	Each	200.0000
<input type="checkbox"/>	18004-OP-00001	50.0000	<input type="checkbox"/>	EDIT	1.000	210	Mountain Bike, Red	Each	50.0000
<input type="checkbox"/>	18004-OP-00001	75.0000	<input type="checkbox"/>	EDIT	2.000	220	Touring Bike, Red	Each	75.0000

Notify Order Shipment page

To notify the buyer of a shipment:

1. Click the EDIT link to revise the shipment details if necessary and to specify a shipment date.
2. Select the Select check box for the purchase order lines that you have shipped.
3. Click Notify.
4. Click OK on the shipment confirmation message.

If you have entered a shipment identifier in the Shipment Identifier field on this page, the system applies that shipment identifier to all selected lines when you click Notify.

Revising Shipment Details

Access the Edit Line Item Detail page.

Edit Line Values

Edit Line Item Detail

18769-K1-00200

Item Number	9102	Status	Awaiting Supplier Acknowledgmt
Item Description	50 mm Aluminum Tubing	Attachment	

Line Information | Quantity and Amount | Dates | Ship To

Order Line Number	1.000		
Supplier	4343	Parts Emporium changed	
Buyer	8444	OMalley, James	
Branch Plant	M30	Eastern Manufacturing Center	
Shipment Identifier	<input type="text"/>		
Payment Terms	Net 30 Days		

Edit Line Item Detail page

Shipment Identifier Specify the code on the container or that you assign to the container in which the items on this purchase order or order line are shipped.

Advancing the Routing of a Shipment

Access the Move Line Items on Route page.

Orders on Route

Move Line Items on Route

Order Number 18091

Sort By: Ascending Descending [Return to Search](#)

Select	Item Number	Item Description	Oper Code	Quantity at Operation	Unit Of Measure	To Oper	Move Quantity	Order Date	Action	Order
<input type="checkbox"/>	220	Touring Bike, Red	DOCK	500.0000	Each	INSP	500.0000	05/26/200	Edit	18091

Move Line Items on Route page

To advance the routing of a shipment:

1. Click the Edit link to revise the movement details if necessary.
2. Select the Select check box for the shipment.
3. Click Move In Route.
4. Click OK on the shipment confirmation message.

To Oper (to operation) Specify the routing operation or step to which to move the items.

Editing Movement Details

Access the Edit Line Item Detail page.

Orders on Route
Edit Line Item Detail

Order 18091-OP-00001-000

Line Information

Order Line Number: 1.000	Item Number: 220 Touring Bike, Red
Receipt Line Number: 1	Route Code: SHIP
Shipment Identifier: ROUTING TEST	

Movement Values

From Operation: DOCK Quantity At Operation: 500.0000 Each To Operation: <input type="text" value="INSP"/> <input type="button" value="Q"/> Move Quantity: <input type="text" value="500.0000"/> Each	Branch Plant: <input type="text" value="10"/> <i>Western Distribution Center</i> Location: <input type="text"/> Lot/SN: <input type="text"/> Lot Expiration Date: <input type="text"/> Lot Description: <input type="text"/> Supplier Lot: <input type="text"/> Memo Lot 1: <input type="text"/> Memo Lot 2: <input type="text"/>
---	--

Edit Line Item Detail page

- To Operation** Specify the routing operation or step to which to move the items.
- Move Quantity** Specify the number of units that have been either moved or dispositioned.
- Location** Specify the storage location from which goods are moved.
- Lot/SN (lot/serial number)** Enter a number that identifies a lot or a serial number. A lot is a group of items with similar characteristics.
- Lot Expiration Date** Specify the date on which a lot of items expires.

Reviewing Inventory Information

This section provides an overview of the review of inventory information and lists the pages to review inventory information.

Understanding the Review of Inventory Information

The Self-Service - Inventory Information Inquiry program (P41204) enables suppliers to review inventory levels for items that are relevant to them.

Pages Used to Review Inventory Information

Form Name	FormID	Navigation	Usage
Search for Inventory Information	W41204A	Select the Inventory Advanced Search task.	Locate inventory information that is relevant to the supplier who is using the portlet.
View Inventory Information	W41204B	Click Find on the Search for Inventory Information form.	Review inventory information.
View Inventory Detail	W41204D	Click the View link in the Additional Information column on the View Inventory Information page.	Review detailed inventory information.

Reviewing Purchase Order Information

This section provides an overview of the review of purchase order information and lists the pages to review order information.

Understanding the Review Purchase Order Information

The SRM - PO Inquiry program (P43S05) enables you to inquire on orders at different status levels, such as awaiting acknowledgement, purchase order approvals, and awaiting shipment. This application is the central resource that integrates order information into one view. For example, if the order is at the awaiting acknowledgement status, clicking the status link takes the user to the acknowledgement application.

Pages Used to Review Order Information

Form Name	FormID	Navigation	Usage
Search for Orders	W43S05C	Select the Purchase Orders Advanced Search task.	Locate purchase orders for the supplier who is using the portlet.
View Order Detail Status	W43S05A	<ul style="list-style-type: none"> • Select the Purchase Orders At Status alert. • Select the Purchase Orders Next x Days alert. • Select the Purchase Orders On Hold alert. • Select the Purchase Orders Past Date alert. • Click Find on the Search for Orders page. 	Review purchase order information.
View Order Detail Line Information	W43S05B	Click a line number link on the View Order Detail Status page.	Review detailed information for a specific purchase order.

Reviewing Receipt Information

This section provides an overview of the review of receipt information and lists the pages to review receipt information.

Understanding the Review of Receipt Information

The SRM - Receipt Inquiry program (P43121SS) enables you to inquire on orders that have been received. This application is the central resource that integrates receipt information into one view. If the order is in a receipt route, you can click the quantity in route link to access the movement in routing application where you can update the route step. If a voucher has been created for the order, you can click the vouchered link to go to the payment information application.

Pages Used to Review Receipt Information

Form Name	FormID	Navigation	Usage
Search for Receipts	W43121SSC	Select the Search for Receipt Lines task.	Locate receipt records.
View Receipt Detail Status	W43121SSA	Click Find on the Search for Receipt page.	Access receipt information.
View Receipt Line Information	W43121SSB	Click a line number link on the View Receipt Detail Status page.	Review detailed information about a receipt. The data on this page is for review only.

Reviewing Payment Information

This section provides an overview of the review of payment information and lists the pages to review payment information.

Understanding the Review of Payment Information

The Self-Service - Supplier Payment Inquiry program (P04111) enables a supplier to inquire on the payment information that is relevant to that supplier. This application is the central resource that integrates payment information into one view. You can click the invoice number link to access detailed payment information. You can click the order number link to access purchase order inquiry. You can click the payment status link to view the payment history.

Pages Used to Review Payment Information

Form Name	FormID	Navigation	Usage
Advanced Search	W04111B	Select the Search for Payment Information task.	Locate payment records.
View Payment Information	W04111A	Click Find on the Advanced Search page.	Review information about multiple payments.
View Payment Information Detail	W04111C	Click an invoice number link on the View Payment Information page.	Reviewed detailed information about a specific payment.
View Payment History	W04111E	Click the View Payment History link on the View Payment Information Detail page. Click the payment status link on the View Payment Information page.	Review the payment history for a specific invoice.
View Order Detail	W4310SSB	Click an order number link on the View Payment Information page.	Review information about the purchase orders that are associated with the payment.
View Item Detail	W4310SSF	Click a line item link on the View Order Detail page.	Review detailed information about a purchase order line item.
View Receipt Lines	W4310SSC	Click a quantity received link on the View Order Detail page.	Review information about the receipts that are associated with the payment.
View Receipt Line Detail	W4310SSG	Click a line number link on the View Receipt Lines page.	Review detailed information about a receipt.

CHAPTER 5

Managing the Lean Procurement Process in the SRM Portlet

This chapter provides an overview of lean procurement within the Supplier Relationship Management (SRM) portlet and discusses how to:

- Process supplier release schedules using the SRM portlet.
- Process kanbans using the SRM portlet.

Understanding Lean Procurement within the SRM Portlet

You can increase the efficiency of your procurement process by forecasting your demand and creating supplier release schedules for specific items. You can use the SRM portlet to expose your supplier release schedule to the supplier so that the supplier can collaborate on the schedule and be prepared to meet your demand.

You can also process kanban items in conjunction with the SRM portlet to expose your kanbans to the supplier. You can include kanban items in your supplier release schedules or you can process kanbans outside of the supplier release schedule process.

Processing Supplier Release Schedules Using the SRM Portlet

This section provides an overview of supplier release schedules within the SRM portlet, lists common elements used in this section, and discusses how to:

- Revise quantities for a blanket schedule.
- Add an ad hoc schedule.
- Revise quantities for an ad hoc schedule.

Understanding Supplier Release Schedules within the SRM Portlet

You can use the SRM portlet to enable your suppliers to collaborate on release schedules.

The supplier release schedule (SRS) process using the Supplier Relationship Management (SRM) portlet that consists of these major steps:

1. In the PeopleSoft EnterpriseOne client, the buyer creates a forecast for the items that they purchase from a self-service supplier.

See *PeopleSoft EnterpriseOne Forecast Management 8.11 SPI PeopleBook*, “Working with Detail Forecasts”.

2. In the PeopleSoft EnterpriseOne client, the buyer creates a blanket order for the items.

See *PeopleSoft EnterpriseOne Procurement 8.11 SPI PeopleBook*, “Processing Special Orders,” Working with Blanket Orders.

3. In the PeopleSoft EnterpriseOne client, the buyer defines a supplier schedule with shipment date patterns.

See *PeopleSoft EnterpriseOne Requirements Planning 8.11 SPI PeopleBook*, “Setting Up Supplier Release Scheduling,” Defining Shipment Patterns.

4. In the PeopleSoft EnterpriseOne client, the buyer runs a material requirements planning (MRP) generation.

See *PeopleSoft EnterpriseOne Requirements Planning 8.11 SPI PeopleBook*, “Planning Material Requirements,” Generating Material Requirements Plans.

5. In the PeopleSoft EnterpriseOne client, the buyer generates a supplier schedule.

See *PeopleSoft EnterpriseOne Requirements Planning 8.11 SPI PeopleBook*, “Working With Supplier Release Scheduling,” Generating Contract-Based Supplier Release Schedules.

Note. The buyer can also generate an ad hoc schedule for items that are not included on the blanket order.

6. The self-service supplier uses the SRM portlet to review and commit to the schedule.

The supplier can revise the committed quantity if the buyer allows it.

7. In the PeopleSoft EnterpriseOne client, the buyer releases the supplier schedule, which generates a purchase order.

See *PeopleSoft EnterpriseOne Requirements Planning 8.11 SPI PeopleBook*, “Working With Supplier Release Scheduling,” Releasing Supplier Schedules.

8. The self-service supplier uses the SRM portlet to review and acknowledge the purchase order.

The purchase order then follows the standard procurement process, including purchase order acknowledgement, approval, shipment notification, receipt, and payment.

See [Chapter 4, “Processing the Procurement Cycle,” page 55](#).

Blanket Schedule Revisions

The buyer communicates planned and frozen orders to the supplier using EDI (electronic data interchange) or the internet. The supplier can access the Supplier Schedule Revisions program (P34301) through the SRM portlet to edit commitments (if the processing options are set to allow changes) and review cumulative planned quantities. If the supplier prefers to communicate via EDI, the supplier can still use the SRM portlet to review blanket information.

If the processing options are set to allow changes, buyers can use this program to revise the planned quantity and the committed quantity for a blanket schedule.

Ad Hoc Schedule Revisions

You can access the Adhoc Schedule Revisions program (P34302) through the SRM portlet to review and revise ad hoc schedules. If the processing options are set to allow changes, suppliers can use this program to revise the committed quantity for an ad hoc schedule and buyers can use this program to revise the planned quantity and the committed quantity for an ad hoc schedule.

Buyers can also use the Adhoc Schedule Revisions program to create ad hoc schedules. You create ad hoc schedules to collaborate with your supplier on items that are not planned within MRP, such as new item and consumable items.

Common Elements Used in this Section

Planned QTY (planned quantity)

Specify the quantity of units that are planned for each period in the time series or plan.

Note. Only the buyer can revise the planned quantity.

Committed QTY (committed quantity)

Specify the quantity that the supplier has committed to deliver in response to the planned quantity on the supplier schedule.

Note. Both the buyer and the supplier can revise the committed quantity.

Pages Used to Process Supplier Release Schedules within the SRM Portlet

Form Name	FormID	Navigation	Usage
Search For Schedule	W34301A	Select the Blanket Schedule Advanced Search task.	Locate supplier schedules.
View Supplier Schedule	W34301I	<ul style="list-style-type: none"> Click Find on the Search For Schedule page. Select the Blanket Schedule Committed Not Equal Planned alert. Select the Blanket Schedule Committed Quantity decreased from previously Committed Quantity alert. Select the Blanket Schedule No Response from Supplier in x Days alert. Select the Blanket Schedule Planned Quantity Changed from previously generated Planned Quantity alert. 	Review blanket schedule information.
Edit Supplier Schedule	W34301B	Click the Edit link for a supplier schedule line on the View Supplier Schedule page.	Revise the planned or committed quantity for a blanket order.
Search For Ad Hoc Schedules	W34302B	Select the AdHoc Schedule Advanced Search task.	Locate ad hoc schedules.
View Ad Hoc Schedules	W34302A	<ul style="list-style-type: none"> Click Find on the Search For Ad Hoc Schedules page. Select the AdHoc Schedule Committed Not Equal Planned alert. Select the AdHoc Schedule No Response From Supplier in x days alert. 	Review ad hoc schedules.
Add Ad Hoc Schedules	W34302E	Click Add on the View Ad Hoc Schedules page.	Create an ad hoc schedule.
Edit Ad Hoc Schedules	W34302C	Click the Edit link for an ad hoc schedule on the View Ad Hoc Schedules page.	Revise the planned or committed quantity for an ad hoc schedule.

Revising Quantities for a Blanket Schedule

Access the Edit Supplier Schedule page.

Supplier Schedule
Edit Supplier Schedule

Order Info Receipt Info Cumulative Info

Item Number	961581	Item Description	Touring Bike, Red
Order Number	69	Line Number	1.000
Units Of Measure	Each	Schedule Status	Planning

Records 1 - 6 Customize Grid

Fence Flag	Date	Planned QTY	Committed QTY	Released QTY	Cumulative Difference	Previous Planned QTY	Previous Committed QTY	Previous Released QTY
P								
F	06/01/20C	100.0000	100.0000					
	06/08/20C	200.0000	200.0000					
	06/15/20C	300.0000	300.0000					
	06/22/20C	400.0000	400.0000					
	06/29/20C							

M - Raw Material Date, L - Fabrication Date, R - Releaseable Date, F - Frozen Date, * - Non Shippable Days, P- Past Due

Edit Supplier Schedule page

Adding an Ad Hoc Schedule

Access the Add Ad Hoc Schedules page.

Add Ad Hoc Schedules

Add Ad Hoc Schedules

Records 1 - 2 Customize Grid

Item Number	Branch Plant	Supplier Number	Start Date	Unit Of Measure	Planned QTY	Committed QTY
961581	D30	105056	06/02/20C	EA	100.0000	100.0000

Add Ad Hoc Schedules page

Revising Quantities for an Ad Hoc Schedule

Access the Edit Ad Hoc Schedules page.

Edit Ad Hoc Schedules

Edit Ad Hoc Schedules

Item Number	VSST	Branch Plant	MJEC1
Item Number Description	Vendor Schedule Statu...		
Supplier	4343		
Unit Of Measure	Each		

Select	Fence	Start Date	Planned QTY	Committed QTY	Released QTY	Cumulative Difference
<input type="checkbox"/>		09/22/200	10.0000	5.0000		5.00-
<input type="checkbox"/>		09/29/200	10.0000	10.0000		5.00-
<input type="checkbox"/>		10/06/200	10.0000	10.0000		5.00-
<input type="checkbox"/>		10/13/200	10.0000	10.0000		5.00-

F - Frozen Date

Delete
OK
Cancel

Edit Ad Hoc Schedules page

Processing Kanbans Using the SRM Portlet

This section provides an overview of kanban processing using the SRM portlet and lists the pages to review kanban capacity in the SRM portlet.

Understanding Kanban Processing using the SRM Portlet

Kanban Management enables you to streamline the day-to-day functions of your shop floor and associated departments. Kanbans are visual cues that authorize the replenishment of inventory at a specified consuming location in a pull environment. When kanban inventory is consumed, a replenishment action is triggered when the holding bin is emptied.

You can use the kanban process in conjunction with the SRM portlet for type 3 (supplier) and type 4 (outside assembly) kanbans.

Note. You can also use the SRM portlet for type 4 (outside assembly) and type 5 (transfer order) kanbans, but the process is different. The process described here pertains to type 3 kanbans only.

A typical kanban process using the SRM portlet includes these steps:

1. The buyer checks out a kanban card using the Kanban Consumption program (P3157), which creates a purchase order.

- The supplier accesses the SRM portlet and acknowledges the order and confirm shipment of the order using the standard procurement process.

Note. You must set up order activity rules for the kanban type and make sure that your SRM portlet alerts are set up to use the appropriate statuses.

- The buyer accesses the Collaborative Portal and notices that a new kanban order is in transit.
- The buyer checks in the kanban program using the Kanban Consumption program.

For a two-step kanban, the buyer checks in the kanban and then receives the kanban. For a single-step kanban, there is no check-in process. The system checks in the kanban when the buyer receives it.

- The buyer receives the kanban order.

Setting Up the SRM Portlet for Kanban Processing

You can use the SRM portlet within the SRM portlet to monitor the kanban process by setting up the alerts within the SRM portlet to display orders with a kanban order type. For example, you might create an instance of the SRM portlet with these alerts and inquiries:

Available Item	Modified Description
Purchase Orders Awaiting Acknowledge	Kanban Orders Awaiting Acknowledgement
Purchase Orders Awaiting Acknowledgement Past Due	Kanban Orders Acknowledgement Past Due
Purchase Orders Awaiting Shipment	Kanban Orders Awaiting Shipment
Purchase Orders Awaiting Shipment Past Due	Kanban Orders Shipment Past Due
Purchase Orders At Status	Kanban Orders In Transit
View Kanban Capacity	Kanban Inquiry
Demand Greater Than Capacity	Kanban Demand Greater Than Capacity
Demand Greater Than Capacity	Kanban Capacity Greater Than Demand

For all of the purchase order alerts (Purchase Orders Awaiting Acknowledge, Purchase Orders Awaiting Shipment, and so on), specify the document type for kanban orders when you set up the parameters.

Viewing Kanban Capacity

You can access the Kanban Replenishment Capacity program (P3019) through the SRM portlet to review the forecast for kanban items. You can view the demand horizon by selecting the View Kanban Capacity task. You use this task to determine whether the existing size and the existing number of cards is appropriate to demand.

You can view only orders for which the demand exceeds capacity or the capacity exceeds demand using the Demand Greater Than Capacity alert.

Kanban Orders and Supplier Release Scheduling

You can create supplier release schedules for kanban items to expose your forecast for these items. However, you do not create purchase orders within the supplier release schedule process because the system creates purchase orders within the kanban process.

Note. If you designate an item as a kanban item, the system automatically suppresses purchase order generation for that item during the supplier release schedule process.

Pages Used to Review Kanban Capacity in the SRM Portlet

Form Name	FormID	Navigation	Usage
View Kanban Capacity	W3019B	Use either of these navigations: <ul style="list-style-type: none"> • Select the View Kanban Capacity task. • Select the Demand Greater Than Capacity alert. 	Review kanban capacity.

APPENDIX A

Self-Service Programs

This appendix provides an overview of supplier self-service programs and discusses how to set processing options for supplier self-service programs.

Understanding Supplier Self-Service Programs

The supplier self-service portlets, which were delivered in previous releases of PeopleSoft EnterpriseOne, are available for your use, though they function somewhat differently from the SRM portlet.

The following table lists the supplier self-service portlets and their associated applications:

Supplier Self-Service Portlet	Associated Application
SSS Quote Status	Self Service Quote Response Entry (P4334SS)
SSS Search	Self-Service - Supplier Payment Inquiry (P04111)
SSS Supplier Alerts	Self Service - Purchase Order Inquiry (P4310SS)
SSS Supplier Order Status	Self Service - Purchase Order Inquiry (P4310SS)
SSS Supplier Performance	Self-Service Supplier Analysis Summary (P43230SA)
SSS Tasks	Self Service - Update Address Book Record (P01012SS)

Setting Processing Options for Supplier Self-Service Programs

This section discusses how to set processing options for:

- Self Service Quote Response Entry (P4334SS).
- Self-Service Supplier Analysis Summary (P43230SA).

Note. The Self-Service - Supplier Payment Inquiry program (P04111) and the Self Service - Purchase Order Inquiry program (P4310SS) are used by the SRM portlet, so the processing options for those programs are documented in the setup chapter for that portlet. Also, the Self Service - Update Address Book Record program (P01012SS) is documented in the PeopleSoft EnterpriseOne Address Book PeopleBook.

Setting Processing Options for Self Service Quote Response Entry (P4334SS)

Use these processing options to supply the default values for the Self Service Quote Response Entry program.

Defaults

These processing options specify the default values that the system uses for searching and sorting quote information.

- | | |
|--|--|
| 1. Refine Search Quote Display (Required) | Specify the default search criteria for the Refine Quote Search option. Values are:
<i>01:</i> Search all quotes.
<i>02:</i> Search open quotes only.
<i>03:</i> Search closed quotes only.
<i>04:</i> Search quotes for which there has been no response. |
| 2. Refine Sort Quote Display (Required) | Specify the default sort criteria for the refine quote sort option. Values are:
<i>01:</i> Sort by Quantity
<i>02:</i> Sort by Response Required Date
<i>03:</i> Sort by Quote Entered Date
<i>04:</i> Sort by Responded Date
<i>05:</i> Sort by Quote Number |
| 3. Refine Sort Quote Price History Display (Required) | Specify the default sort option for Quote Price History display. Values are:
<i>01:</i> Sort by Quantity
<i>02:</i> Sort by Quoted Price
<i>03:</i> Sort by Promised Delivery Date
<i>04:</i> Sort by Expiration Date |

Display

These processing options specify codes that the system uses for displaying quote information.

- | | |
|--|---|
| 1. Supplier Item Cross-Reference Type code (Optional) | Specify the cross-reference type code for supplier's item. The cross-reference type codes can be found in UDC 41/DT. |
| 2. Date type for Advanced Search query (Required) | Specify the default date type for the Advanced Search form. The specified date type will be selected with the radio button. Values are:
<i>1:</i> Response Required Date
<i>2:</i> Quote Entered Date
<i>3:</i> Responded Date |
| 3. Closed Status Code (Required) | Specify the Closed Status Code. All higher statuses are also consider closed. Enter a status code from UDC 40/AT. |

- 4. Type Code (Required)** Specify the Type Code to display the supplier's Ship To address. Enter a type code from UDC 01/W0.

Process

These processing options specify default-processing information.

- 1. Order Type (Required)** Specify the Document Type for the quotes. Enter a document type from UDC 00/DT.
- 2. Default Number of Days (Required)** Specify the number of days to calculate the From date for Advanced Search. The system subtracts the number of days specified from today's date to determine the From date.
- 3. Maximum Records to Query (Required)** Specify the number of records to query and display. Use this processing option wisely to maximize system performance.

Setting Processing Options for Self-Service Supplier Analysis Summary (P43230SA)

Use these processing options to supply the default values for the Self-Service Supplier Analysis Summary program.

Display

These processing options specify the default values that the system uses for displaying information.

- 1. Default Performance Analysis View (Required)** Specify the default view for performance analysis display. If you leave this processing option blank, the quality analysis view is used. Values are:
- 1: Quality analysis.
 - 2: Delivery analysis.
 - 3: Cost analysis.
- 2. Costing Method (Required)** Specify the specific costing method (01 - 08) to be displayed as the inventory cost. If you leave this processing option blank, costing method 08 is used.
- 3. Cost comparison for Variance Information (Required)** Specify the cost type that must be compared against the paid cost for variance information. If you leave this processing blank, ordered cost is used. Values are:
- 1: Inventory cost.
 - 2: Ordered cost.
 - 3: Receipt cost.

Process

These processing options specify how the system displays information.

- 1. Supplier Item Cross-Reference Type Code** Specify the cross-reference type code to be used for displaying supplier item number. If you leave this processing option blank, the PeopleSoft EnterpriseOne internal item number is displayed.

- 2. Default Unit of Measure (Required)** Specify the unit of measure for displaying quantities. If you leave this processing option blank, EA (each) is used.
- 3. Cost Analysis Format Name (Required)** Specify the format name for cost analysis. Based on this format name, the Key Performance Indicators for cost analysis are retrieved from the Inquiry Formats table (F5193).
- 4. Delivery Analysis Format Name (Required)** Specify the format name for delivery analysis. Based on this format name, the Key Performance Indicators for delivery analysis are retrieved from the Inquiry Formats table (F5193).
- 5. Quality Analysis Format Name (Required)** Specify the format name for quality analysis. Based on this format name, the Key Performance Indicators for quality analysis are retrieved from the Inquiry Formats table (F5193).

Default

This processing option is used to calculate the “from” month for display.

- 1. Default "From" month from today's month** Specify the default “from” month for the View Performance Summary page. The number entered here is subtracted from the current month to calculate the “from” month.

Delivery

These processing options control whether good and bad performances are highlighted

The following term applies to all of the processing options on the Delivery tab.

- Highlight Column** Specify whether you want the first column to be highlighted. If you want this column to be highlighted then you must specify the From and To values for both the Good and Bad performances. If you leave this processing option blank, 0 is used. Values are:
- Blank: Do not highlight good and bad performances.
- 1: Highlight good and bad performances.
- Column heading are retrieved from the Inquiry Formats table (F5193). Good performances are highlighted in green and bad performances are highlighted in red.

Quality

These processing options control whether good and bad performances are highlighted

The following term applies to all of the processing options on the Delivery tab.

- Highlight Column** Specify whether you want the first column to be highlighted. If you want this column to be highlighted then you must specify the From and To values for both the Good and Bad performances. If you leave this processing option blank, 0 is used. Values are:
- Blank: Do not highlight good and bad performances.
- 1: Highlight good and bad performances.

Column heading are retrieved from the Inquiry Formats table (F5193). Good performances are highlighted in green and bad performances are highlighted in red.

Cost

These processing options control whether good and bad performances are highlighted

The following term applies to all of the processing options on the Delivery tab.

Highlight Column

Specify whether you want the first column to be highlighted. If you want this column to be highlighted then you must specify the From and To values for both the Good and Bad performances. If you leave this processing option blank, 0 is used. Values are:

Blank: Do not highlight good and bad performances.

1: Highlight good and bad performances.

Column heading are retrieved from the Inquiry Formats table (F5193). Good performances are highlighted in green and bad performances are highlighted in red.

Glossary of PeopleSoft Terms

activity	A scheduling entity in PeopleSoft EnterpriseOne Form Design Aid that represents a designated amount of time on a calendar.
activity rule	The criteria by which an object progresses from one given point to the next in a flow.
add mode	A condition of a form that enables users to input data.
Advanced Planning Agent (APAg)	A PeopleSoft EnterpriseOne tool that can be used to extract, transform, and load enterprise data. APAg supports access to data sources in the form of relational databases, flat file format, and other data or message encoding, such as XML.
application server	A server in a local area network that contains applications shared by network clients.
as if processing	A process that enables you to view currency amounts as if they were entered in a currency different from the domestic and foreign currency of the transaction.
alternate currency	<p>A currency that is different from the domestic currency (when dealing with a domestic-only transaction) or the domestic and foreign currency of a transaction.</p> <p>In PeopleSoft EnterpriseOne Financial Management, alternate currency processing enables you to enter receipts and payments in a currency other than the one in which they were issued.</p>
as of processing	A process that is run as of a specific point in time to summarize transactions up to that date. For example, you can run various PeopleSoft EnterpriseOne reports as of a specific date to determine balances and amounts of accounts, units, and so on as of that date.
back-to-back process	A process in PeopleSoft EnterpriseOne Workflow Management that contains the same keys that are used in another process.
batch processing	<p>A process of transferring records from a third-party system to PeopleSoft EnterpriseOne.</p> <p>In PeopleSoft EnterpriseOne Financial Management, batch processing enables you to transfer invoices and vouchers that are entered in a system other than EnterpriseOne to PeopleSoft EnterpriseOne Accounts Receivable and PeopleSoft EnterpriseOne Accounts Payable, respectively. In addition, you can transfer address book information, including customer and supplier records, to PeopleSoft EnterpriseOne.</p>
batch server	A server that is designated for running batch processing requests. A batch server typically does not contain a database nor does it run interactive applications.
batch-of-one immediate	<p>A transaction method that enables a client application to perform work on a client workstation, then submit the work all at once to a server application for further processing. As a batch process is running on the server, the client application can continue performing other tasks.</p> <p>See also direct connect and store-and-forward.</p>
business function	A named set of user-created, reusable business rules and logs that can be called through event rules. Business functions can run a transaction or a subset of a transaction (check inventory, issue work orders, and so on). Business functions also contain the application programming interfaces (APIs) that enable them to be called from a form, a database trigger, or a non-EnterpriseOne application. Business functions can be combined with other business functions, forms, event rules, and other components to make up an application. Business functions can be created through

	event rules or third-generation languages, such as C. Examples of business functions include Credit Check and Item Availability.
business function event rule	See named event rule (NER).
business view	A means for selecting specific columns from one or more PeopleSoft EnterpriseOne tables whose data is used in an application or report. A business view does not select specific rows, nor does it contain any actual data. It is strictly a view through which you can manipulate data.
central objects merge	A process that blends a customer's modifications to the objects in a current release with objects in a new release.
central server	A server that has been designated to contain the originally installed version of the software (central objects) for deployment to client computers. In a typical PeopleSoft EnterpriseOne installation, the software is loaded on to one machine—the central server. Then, copies of the software are pushed out or downloaded to various workstations attached to it. That way, if the software is altered or corrupted through its use on workstations, an original set of objects (central objects) is always available on the central server.
charts	Tables of information in PeopleSoft EnterpriseOne that appear on forms in the software.
connector	Component-based interoperability model that enables third-party applications and PeopleSoft EnterpriseOne to share logic and data. The PeopleSoft EnterpriseOne connector architecture includes Java and COM connectors.
contra/clearing account	A general ledger account in PeopleSoft EnterpriseOne Financial Management that is used by the system to offset (balance) journal entries. For example, you can use a contra/clearing account to balance the entries created by allocations in PeopleSoft EnterpriseOne General Accounting.
Control Table Workbench	An application that, during the installation Workbench processing, runs the batch applications for the planned merges that update the data dictionary, user-defined codes, menus, and user override tables.
control tables merge	A process that blends a customer's modifications to the control tables with the data that accompanies a new release.
cost assignment	The process in PeopleSoft EnterpriseOne Advanced Cost Accounting of tracing or allocating resources to activities or cost objects.
cost component	In PeopleSoft EnterpriseOne Manufacturing Management, an element of an item's cost (for example, material, labor, or overhead).
cross segment edit	A logic statement that establishes the relationship between configured item segments. Cross segment edits are used to prevent ordering of configurations that cannot be produced.
currency restatement	The process of converting amounts from one currency into another currency, generally for reporting purposes. You can use the currency restatement process, for example, when many currencies must be restated into a single currency for consolidated reporting.
database server	A server in a local area network that maintains a database and performs searches for client computers.
Data Source Workbench	An application that, during the Installation Workbench process, copies all data sources that are defined in the installation plan from the Data Source Master and Table and Data Source Sizing tables in the Planner data source to the System-release number data source. It also updates the Data Source Plan detail record to reflect completion.

date pattern	A calendar that represents the beginning date for the fiscal year and the ending date for each period in that year in standard and 52-period accounting.
denominated-in currency	The company currency in which financial reports are based.
deployment server	A server that is used to install, maintain, and distribute software to one or more enterprise servers and client workstations.
detail information	Information that relates to individual lines in PeopleSoft EnterpriseOne transactions (for example, voucher pay items and sales order detail lines).
direct connect	A transaction method in which a client application communicates interactively and directly with a server application. See also batch-of-one immediate and store-and-forward.
Do Not Translate (DNT)	A type of data source that must exist on the iSeries because of BLOB restrictions.
dual pricing	The process of providing prices for goods and services in two currencies.
edit code	A code that indicates how a specific value for a report or a form should appear or be formatted. The default edit codes that pertain to reporting require particular attention because they account for a substantial amount of information.
edit mode	A condition of a form that enables users to change data.
edit rule	A method used for formatting and validating user entries against a predefined rule or set of rules.
Electronic Data Interchange (EDI)	An interoperability model that enables paperless computer-to-computer exchange of business transactions between PeopleSoft EnterpriseOne and third-party systems. Companies that use EDI must have translator software to convert data from the EDI standard format to the formats of their computer systems.
embedded event rule	An event rule that is specific to a particular table or application. Examples include form-to-form calls, hiding a field based on a processing option value, and calling a business function. Contrast with the business function event rule.
Employee Work Center	A central location for sending and receiving all PeopleSoft EnterpriseOne messages (system and user generated), regardless of the originating application or user. Each user has a mailbox that contains workflow and other messages, including Active Messages.
enterprise server	A server that contains the database and the logic for PeopleSoft EnterpriseOne or PeopleSoft World.
EnterpriseOne object	A reusable piece of code that is used to build applications. Object types include tables, forms, business functions, data dictionary items, batch processes, business views, event rules, versions, data structures, and media objects.
EnterpriseOne process	A software process that enables PeopleSoft EnterpriseOne clients and servers to handle processing requests and run transactions. A client runs one process, and servers can have multiple instances of a process. PeopleSoft EnterpriseOne processes can also be dedicated to specific tasks (for example, workflow messages and data replication) to ensure that critical processes don't have to wait if the server is particularly busy.
Environment Workbench	An application that, during the Installation Workbench process, copies the environment information and Object Configuration Manager tables for each environment from the Planner data source to the System-release number data source. It also updates the Environment Plan detail record to reflect completion.
escalation monitor	A batch process that monitors pending requests or activities and restarts or forwards them to the next step or user after they have been inactive for a specified amount of time.

event rule	A logic statement that instructs the system to perform one or more operations based on an activity that can occur in a specific application, such as entering a form or exiting a field.
facility	An entity within a business for which you want to track costs. For example, a facility might be a warehouse location, job, project, work center, or branch/plant. A facility is sometimes referred to as a <i>business unit</i> .
fast path	A command prompt that enables the user to move quickly among menus and applications by using specific commands.
file server	A server that stores files to be accessed by other computers on the network. Unlike a disk server, which appears to the user as a remote disk drive, a file server is a sophisticated device that not only stores files, but also manages them and maintains order as network user request files and make changes to these files.
final mode	The report processing mode of a processing mode of a program that updates or creates data records.
FTP server	A server that responds to requests for files via file transfer protocol.
header information	Information at the beginning of a table or form. Header information is used to identify or provide control information for the group of records that follows.
interface table	See Z table.
integration server	A server that facilitates interaction between diverse operating systems and applications across internal and external networked computer systems.
integrity test	A process used to supplement a company's internal balancing procedures by locating and reporting balancing problems and data inconsistencies.
interoperability model	A method for third-party systems to connect to or access PeopleSoft EnterpriseOne.
in-your-face-error	In PeopleSoft EnterpriseOne, a form-level property which, when enabled, causes the text of application errors to appear on the form.
IServer service	Developed by PeopleSoft, this internet server service resides on the web server and is used to speed up delivery of the Java class files from the database to the client.
jargon	An alternative data dictionary item description that PeopleSoft EnterpriseOne or People World displays based on the product code of the current object.
Java application server	A component-based server that resides in the middle-tier of a server-centric architecture. This server provides middleware services for security and state maintenance, along with data access and persistence.
JDBNET	A database driver that enables heterogeneous servers to access each other's data.
JDEBASE Database Middleware	A PeopleSoft proprietary database middleware package that provides platform-independent APIs, along with client-to-server access.
JDECallObject	An API used by business functions to invoke other business functions.
jde.ini	A PeopleSoft file (or member for iSeries) that provides the runtime settings required for EnterpriseOne initialization. Specific versions of the file or member must reside on every machine running PeopleSoft EnterpriseOne. This includes workstations and servers.
JDEIPC	Communications programming tools used by server code to regulate access to the same data in multiprocess environments, communicate and coordinate between processes, and create new processes.

jde.log	The main diagnostic log file of PeopleSoft EnterpriseOne. This file is always located in the root directory on the primary drive and contains status and error messages from the startup and operation of PeopleSoft EnterpriseOne.
JDENET	PeopleSoft proprietary communications middleware package. This package is a peer-to-peer, message-based, socket-based, multiprocess communications middleware solution. It handles client-to-server and server-to-server communications for all PeopleSoft EnterpriseOne supported platforms.
Location Workbench	An application that, during the Installation Workbench process, copies all locations that are defined in the installation plan from the Location Master table in the Planner data source to the System data source.
logic server	A server in a distributed network that provides the business logic for an application program. In a typical configuration, pristine objects are replicated on to the logic server from the central server. The logic server, in conjunction with workstations, actually performs the processing required when PeopleSoft EnterpriseOne and World software runs.
MailMerge Workbench	An application that merges Microsoft Word 6.0 (or higher) word-processing documents with PeopleSoft EnterpriseOne records to automatically print business documents. You can use MailMerge Workbench to print documents, such as form letters about verification of employment.
master business function (MBF)	An interactive master file that serves as a central location for adding, changing, and updating information in a database. Master business functions pass information between data entry forms and the appropriate tables. These master functions provide a common set of functions that contain all of the necessary default and editing rules for related programs. MBFs contain logic that ensures the integrity of adding, updating, and deleting information from databases.
master table	See published table.
matching document	A document associated with an original document to complete or change a transaction. For example, in PeopleSoft EnterpriseOne Financial Management, a receipt is the matching document of an invoice, and a payment is the matching document of a voucher.
media storage object	Files that use one of the following naming conventions that are not organized into table format: Gxxx, xxxGT, or GTxxx.
message center	A central location for sending and receiving all PeopleSoft EnterpriseOne messages (system and user generated), regardless of the originating application or user.
messaging adapter	An interoperability model that enables third-party systems to connect to PeopleSoft EnterpriseOne to exchange information through the use of messaging queues.
messaging server	A server that handles messages that are sent for use by other programs using a messaging API. Messaging servers typically employ a middleware program to perform their functions.
named event rule (NER)	Encapsulated, reusable business logic created using event rules, rather than C programming. NERs are also called business function event rules. NERs can be reused in multiple places by multiple programs. This modularity lends itself to streamlining, reusability of code, and less work.
<i>nota fiscal</i>	In Brazil, a legal document that must accompany all commercial transactions for tax purposes and that must contain information required by tax regulations.
<i>nota fiscal factura</i>	In Brazil, a nota fiscal with invoice information. See also <i>nota fiscal</i> .

Object Configuration Manager (OCM)	In PeopleSoft EnterpriseOne, the object request broker and control center for the runtime environment. OCM keeps track of the runtime locations for business functions, data, and batch applications. When one of these objects is called, OCM directs access to it using defaults and overrides for a given environment and user.
Object Librarian	A repository of all versions, applications, and business functions reusable in building applications. Object Librarian provides check-out and check-in capabilities for developers, and it controls the creation, modification, and use of PeopleSoft EnterpriseOne objects. Object Librarian supports multiple environments (such as production and development) and enables objects to be easily moved from one environment to another.
Object Librarian merge	A process that blends any modifications to the Object Librarian in a previous release into the Object Librarian in a new release.
Open Data Access (ODA)	An interoperability model that enables you to use SQL statements to extract PeopleSoft EnterpriseOne data for summarization and report generation.
Output Stream Access (OSA)	An interoperability model that enables you to set up an interface for PeopleSoft EnterpriseOne to pass data to another software package, such as Microsoft Excel, for processing.
package	EnterpriseOne objects are installed to workstations in packages from the deployment server. A package can be compared to a bill of material or kit that indicates the necessary objects for that workstation and where on the deployment server the installation program can find them. It is point-in-time snap shot of the central objects on the deployment server.
package build	A software application that facilitates the deployment of software changes and new applications to existing users. Additionally, in PeopleSoft EnterpriseOne, a package build can be a compiled version of the software. When you upgrade your version of the ERP software, for example, you are said to take a package build. Consider the following context: “Also, do not transfer business functions into the production path code until you are ready to deploy, because a global build of business functions done during a package build will automatically include the new functions.” The process of creating a package build is often referred to, as it is in this example, simply as “a package build.”
package location	The directory structure location for the package and its set of replicated objects. This is usually \\deployment server\release\path_code\package\package name. The subdirectories under this path are where the replicated objects for the package are placed. This is also referred to as where the package is built or stored.
Package Workbench	An application that, during the Installation Workbench process, transfers the package information tables from the Planner data source to the System-release number data source. It also updates the Package Plan detail record to reflect completion.
PeopleSoft Database	See JDEBASE Database Middleware.
planning family	A means of grouping end items whose similarity of design and manufacture facilitates being planned in aggregate.
preference profile	The ability to define default values for specified fields for a user-defined hierarchy of items, item groups, customers, and customer groups.
print server	The interface between a printer and a network that enables network clients to connect to the printer and send their print jobs to it. A print server can be a computer, separate hardware device, or even hardware that resides inside of the printer itself.
pristine environment	A PeopleSoft EnterpriseOne environment used to test unaltered objects with PeopleSoft demonstration data or for training classes. You must have this environment so that you can compare pristine objects that you modify.

processing option	A data structure that enables users to supply parameters that regulate the running of a batch program or report. For example, you can use processing options to specify default values for certain fields, to determine how information appears or is printed, to specify date ranges, to supply runtime values that regulate program execution, and so on.
production environment	A PeopleSoft EnterpriseOne environment in which users operate EnterpriseOne software.
production-grade file server	A file server that has been quality assurance tested and commercialized and that is usually provided in conjunction with user support services.
program temporary fix (PTF)	A representation of changes to PeopleSoft software that your organization receives on magnetic tapes or disks.
project	In PeopleSoft EnterpriseOne, a virtual container for objects being developed in Object Management Workbench.
promotion path	<p>The designated path for advancing objects or projects in a workflow. The following is the normal promotion cycle (path):</p> <p>11>21>26>28>38>01</p> <p>In this path, <i>11</i> equals new project pending review, <i>21</i> equals programming, <i>26</i> equals QA test/review, <i>28</i> equals QA test/review complete, <i>38</i> equals in production, <i>01</i> equals complete. During the normal project promotion cycle, developers check objects out of and into the development path code and then promote them to the prototype path code. The objects are then moved to the productions path code before declaring them complete.</p>
proxy server	A server that acts as a barrier between a workstation and the internet so that the enterprise can ensure security, administrative control, and caching service.
published table	Also called a master table, this is the central copy to be replicated to other machines. Residing on the publisher machine, the F98DRPUB table identifies all of the published tables and their associated publishers in the enterprise.
publisher	The server that is responsible for the published table. The F98DRPUB table identifies all of the published tables and their associated publishers in the enterprise.
pull replication	One of the PeopleSoft methods for replicating data to individual workstations. Such machines are set up as pull subscribers using PeopleSoft EnterpriseOne data replication tools. The only time that pull subscribers are notified of changes, updates, and deletions is when they request such information. The request is in the form of a message that is sent, usually at startup, from the pull subscriber to the server machine that stores the F98DRPCN table.
QBE	An abbreviation for query by example. In PeopleSoft EnterpriseOne, the QBE line is the top line on a detail area that is used for filtering data.
real-time event	A service that uses system calls to capture PeopleSoft EnterpriseOne transactions as they occur and to provide notification to third-party software, end users, and other PeopleSoft systems that have requested notification when certain transactions occur.
refresh	A function used to modify PeopleSoft EnterpriseOne software, or subset of it, such as a table or business data, so that it functions at a new release or cumulative update level, such as B73.2 or B73.2.1.
replication server	A server that is responsible for replicating central objects to client machines.
quote order	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, a request from a supplier for item and price information from which you can create a purchase order.

	In PeopleSoft EnterpriseOne Sales Order Management, item and price information for a customer who has not yet committed to a sales order.
selection	Found on PeopleSoft menus, a selection represents functions that you can access from a menu. To make a selection, type the associated number in the Selection field and press Enter.
Server Workbench	An application that, during the Installation Workbench process, copies the server configuration files from the Planner data source to the System-release number data source. It also updates the Server Plan detail record to reflect completion.
spot rate	An exchange rate entered at the transaction level. This rate overrides the exchange rate that is set up between two currencies.
Specification merge	A merge that comprises three merges: Object Librarian merge, Versions List merge, and Central Objects merge. The merges blend customer modifications with data that accompanies a new release.
specification	A complete description of a PeopleSoft EnterpriseOne object. Each object has its own specification, or name, which is used to build applications.
Specification Table Merge Workbench	An application that, during the Installation Workbench process, runs the batch applications that update the specification tables.
store-and-forward	The mode of processing that enables users who are disconnected from a server to enter transactions and then later connect to the server to upload those transactions.
subscriber table	Table F98DRSUB, which is stored on the publisher server with the F98DRPUB table and identifies all of the subscriber machines for each published table.
supplemental data	<p>Any type of information that is not maintained in a master file. Supplemental data is usually additional information about employees, applicants, requisitions, and jobs (such as an employee's job skills, degrees, or foreign languages spoken). You can track virtually any type of information that your organization needs.</p> <p>For example, in addition to the data in the standard master tables (the Address Book Master, Customer Master, and Supplier Master tables), you can maintain other kinds of data in separate, generic databases. These generic databases enable a standard approach to entering and maintaining supplemental data across PeopleSoft EnterpriseOne systems.</p>
table access management (TAM)	The PeopleSoft EnterpriseOne component that handles the storage and retrieval of use-defined data. TAM stores information, such as data dictionary definitions; application and report specifications; event rules; table definitions; business function input parameters and library information; and data structure definitions for running applications, reports, and business functions.
Table Conversion Workbench	An interoperability model that enables the exchange of information between PeopleSoft EnterpriseOne and third-party systems using non-PeopleSoft EnterpriseOne tables.
table conversion	An interoperability model that enables the exchange of information between PeopleSoft EnterpriseOne and third-party systems using non-PeopleSoft EnterpriseOne tables.
table event rules	Logic that is attached to database triggers that runs whenever the action specified by the trigger occurs against the table. Although PeopleSoft EnterpriseOne enables event rules to be attached to application events, this functionality is application specific. Table event rules provide embedded logic at the table level.
terminal server	A server that enables terminals, microcomputers, and other devices to connect to a network or host computer or to devices attached to that particular computer.

three-tier processing	The task of entering, reviewing and approving, and posting batches of transactions in PeopleSoft EnterpriseOne.
three-way voucher match	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, the process of comparing receipt information to supplier's invoices to create vouchers. In a three-way match, you use the receipt records to create vouchers.
transaction processing (TP) monitor	A monitor that controls data transfer between local and remote terminals and the applications that originated them. TP monitors also protect data integrity in the distributed environment and may include programs that validate data and format terminal screens.
transaction set	An electronic business transaction (electronic data interchange standard document) made up of segments.
trigger	One of several events specific to data dictionary items. You can attach logic to a data dictionary item that the system processes automatically when the event occurs.
triggering event	A specific workflow event that requires special action or has defined consequences or resulting actions.
two-way voucher match	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, the process of comparing purchase order detail lines to the suppliers' invoices to create vouchers. You do not record receipt information.
User Overrides merge	Adds new user override records into a customer's user override table.
variance	In Capital Asset Management, the difference between revenue generated by a piece of equipment and costs incurred by the equipment. In EnterpriseOne Project Costing and EnterpriseOne Manufacturing Management, the difference between two methods of costing the same item (for example, the difference between the frozen standard cost and the current cost is an engineering variance). Frozen standard costs come from the Cost Components table, and the current costs are calculated using the current bill of material, routing, and overhead rates.
Version List merge	The Versions List merge preserves any non-XJDE and non-ZJDE version specifications for objects that are valid in the new release, as well as their processing options data.
visual assist	Forms that can be invoked from a control via a trigger to assist the user in determining what data belongs in the control.
vocabulary override	An alternate description for a data dictionary item that appears on a specific PeopleSoft EnterpriseOne or World form or report.
wchar_t	An internal type of a wide character. It is used for writing portable programs for international markets.
web application server	A web server that enables web applications to exchange data with the back-end systems and databases used in eBusiness transactions.
web server	A server that sends information as requested by a browser, using the TCP/IP set of protocols. A web server can do more than just coordination of requests from browsers; it can do anything a normal server can do, such as house applications or data. Any computer can be turned into a web server by installing server software and connecting the machine to the internet.
Windows terminal server	A multiuser server that enables terminals and minimally configured computers to display Windows applications even if they are not capable of running Windows software themselves. All client processing is performed centrally at the Windows terminal server and only display, keystroke, and mouse commands are transmitted over the network to the client terminal device.

workbench	A program that enables users to access a group of related programs from a single entry point. Typically, the programs that you access from a workbench are used to complete a large business process. For example, you use the EnterpriseOne Payroll Cycle Workbench (P07210) to access all of the programs that the system uses to process payroll, print payments, create payroll reports, create journal entries, and update payroll history. Examples of PeopleSoft EnterpriseOne workbenches include Service Management Workbench (P90CD020), Line Scheduling Workbench (P3153), Planning Workbench (P13700), Auditor's Workbench (P09E115), and Payroll Cycle Workbench.
work day calendar	In EnterpriseOne Manufacturing Management, a calendar that is used in planning functions that consecutively lists only working days so that component and work order scheduling can be done based on the actual number of work days available. A work day calendar is sometimes referred to as planning calendar, manufacturing calendar, or shop floor calendar.
workflow	The automation of a business process, in whole or in part, during which documents, information, or tasks are passed from one participant to another for action, according to a set of procedural rules.
workgroup server	A server that usually contains subsets of data replicated from a master network server. A workgroup server does not perform application or batch processing.
XAPI events	A service that uses system calls to capture PeopleSoft EnterpriseOne transactions as they occur and then calls third-party software, end users, and other PeopleSoft systems that have requested notification when the specified transactions occur to return a response.
XML CallObject	An interoperability capability that enables you to call business functions.
XML Dispatch	An interoperability capability that provides a single point of entry for all XML documents coming into PeopleSoft EnterpriseOne for responses.
XML List	An interoperability capability that enables you to request and receive PeopleSoft EnterpriseOne database information in chunks.
XML Service	An interoperability capability that enables you to request events from one PeopleSoft EnterpriseOne system and receive a response from another PeopleSoft EnterpriseOne system.
XML Transaction	An interoperability capability that enables you to use a predefined transaction type to send information to or request information from PeopleSoft EnterpriseOne. XML transaction uses interface table functionality.
XML Transaction Service (XTS)	Transforms an XML document that is not in the PeopleSoft EnterpriseOne format into an XML document that can be processed by PeopleSoft EnterpriseOne. XTS then transforms the response back to the request originator XML format.
Z event	A service that uses interface table functionality to capture PeopleSoft EnterpriseOne transactions and provide notification to third-party software, end users, and other PeopleSoft systems that have requested to be notified when certain transactions occur.
Z table	A working table where non-PeopleSoft EnterpriseOne information can be stored and then processed into PeopleSoft EnterpriseOne. Z tables also can be used to retrieve PeopleSoft EnterpriseOne data. Z tables are also known as interface tables.
Z transaction	Third-party data that is properly formatted in interface tables for updating to the PeopleSoft EnterpriseOne database.

Index

A

- A/P self-service filter option (04/SF) 30
- acknowledge header sort option (43/AH) 8
- Acknowledge Orders page 57, 58
- acknowledgement change approval 56
- acknowledgement detail sort op (43/AQ) 9
- acknowledgment of purchase orders
 - performing 56
 - setting up 5
- ad hoc schedules
 - creating 75
 - overview 73
 - revising quantities 75
- Add Ad Hoc Schedules page 74, 75
- Add Alert Parameters page 39, 42
- additional documentation x
- Address Parent/Child Revisions form 8, 13
- AdHoc Schedule Advanced Search task
 - associated program 40
 - configuring 42
- AdHoc Schedule Committed Not Equal Planned alert
 - associated program 40
 - configuring 42
 - customizing 49
- AdHoc Schedule No Response From Supplier in x days alert
 - associated program 40
 - configuring 42
 - customizing 49
- Adhoc Schedule Revisions (P34302)
 - overview 73
 - processing options 35
- Advanced Search page 70
- alerts
 - adding parameters 42
 - associated programs 40
 - editing parameters 49
 - selecting 40
- application fundamentals ix
- approval of purchase orders
 - overview 56

- performing 60
- setting up 6
- Approve Purchase Order page 58, 60

B

- Blanket Schedule Advanced Search task
 - associated program 40
 - configuring 42
- Blanket Schedule Committed Not Equal Planned alert
 - associated program 40
 - configuring 43
 - customizing 50
- Blanket Schedule Committed Quantity decreased from previously Committed Quantity alert
 - associated program 41
 - configuring 43
 - customizing 50
- Blanket Schedule No Response From Supplier in x days alert
 - associated program 41
 - configuring 43
 - customizing 50
- Blanket Schedule Planned Quantity Changed from previously generated Planned Quantity alert
 - associated program 41
 - configuring 43
 - customizing 50
- blanket schedules
 - overview 72
 - revising quantities 75
- buyer distribution list, setting up 13
- buyer workspace page 37

C

- Collaborative Portal, overview 1
- comments, submitting xiv
- common elements xv
- communication with PeopleSoft EnterpriseOne, setting up 39
- Configure Portlet page 39
- configuring the SRM portlet 38
- contact information xiv

cross-references xiii
 Customer Connection website x
 customer notification of purchase orders in transit 16
 customizing the SRM portlet 48

D

date selection (43S/DS) 17
 date tolerances, setting up 12
 Demand Greater Than Capacity alert
 associated program 41
 configuring 44
 distribution list for buyer 13
 documentation
 printed x
 related x
 updates x

E

Edit Ad Hoc Schedules page 74, 75
 Edit Alerts page 49
 Edit Line Item Detail page 63, 64, 66
 Edit Order to Acknowledge page 57
 Edit Supplier Schedule page 74, 75
 edit wizard 48
 electronic mail boxes (02/MB) 7

F

filter acknowledge status (43/AS) 9
 filter date search SRM (43/DS) 9
 forecasting 34

I

implementation, of SRMC 2
 Inventory Advanced Search task
 associated program 41
 configuring 44
 inventory information, reviewing 66
 inventory inquiry, setting up 26

K

kanban processing
 in the SRM portlet 76
 setting up in the SRM portlet 77
 Kanban Replenishment Capacity
 (P3019) 77

L

lean procurement 71

M

MMA Partners x
 Move Line Items on Route page 63, 65
 movement detail sort options (43/OD) 21
 movement header sort options (43/OH) 21
 movement in route 62
 Movement In Route Advanced Search task
 associated program 41
 configuring 44

N

notes xiii
 notifications, shipments
 overview 16
 sending 63
 Notify Order Shipment page 63

O

Order Activity Rules - Revisions form 8, 10
 order activity rules, setting up 10
 order statuses (43/OS) 10

P

P04111 program
 processing options 30
 reviewing payment information 69
 setting up 29
 P3019 program 77
 P34301 program
 overview of blanket schedules 72
 processing options 34
 setting up 34
 P34302 program
 overview 73
 processing options 35
 P41204 program
 overview 66
 processing options 26
 P4310 program, setting up for self-service 4
 P4310SS program
 overview 29
 processing options 31
 setting up 4
 P4312 program
 processing options 19
 setting up for self-service 4
 P43121SS program

- overview 68
- processing options 29
- setting up 27
- P4312S program
 - processing options 18
 - setting up 16
- P43214 program, setting up for self-service 4
- P43230SA program, processing options 81
- P43250 program 21
- P43250SS program
 - processing options 22
 - usage 20
- P4334SS program, processing options 80
- P43S01 program
 - overview 5
 - processing options 15
 - revising purchase orders 6
- P43S05 program
 - processing options 25
 - setting up 23
 - using 67
- payment inquiry, setting up 29
- payments, reviewing 69
- PeopleBooks
 - ordering x
- PeopleCode, typographical conventions xii
- PeopleSoft application fundamentals ix
- PeopleSoft EnterpriseOne, communicating with the SRM portlet 39
- PO Acknowledgements Advanced Search task
 - associated program 41
 - configuring 44
- PO Awaiting Shipment Advanced Search task
 - associated program 41
 - configuring 44
- PO inquiry search dates (43S/ID) 24
- PO inquiry sort options (43/IQ) 24
- PO inquiry status meaning (43S/IS) 23
- PO Receipts (P4312)
 - processing options 19
 - setting up for self-service 4
- portlet, SRM, *See* SRM portlet
- prerequisites ix
- printed documentation x
- procurement cycle 55
- purchase orders
 - acknowledging 5, 56
 - approving changes 6, 56, 60
 - inquiring on 23
 - process 55
 - reviewing 67
 - reviewing orders awaiting acknowledgement 58
 - setting up buyer approval 13
 - setting up date tolerances 12
 - setting up tolerance rules 11
 - splitting lines 5, 56, 59
 - submitting acknowledgements 58
- Purchase Orders (P4310), setting up for self-service 4
- Purchase Orders Advanced Search task
 - associated program 41
 - configuring 44
- Purchase Orders At Route Step alert
 - associated program 41
 - configuring 45
 - customizing 51
- Purchase Orders At Route Step More Than x Days alert
 - associated program 41
 - configuring 45
 - customizing 51
- Purchase Orders At Status alert
 - associated program 41
 - configuring 45
 - customizing 51
- Purchase Orders Awaiting Acknowledge alert
 - associated program 41
 - configuring 45
 - customizing 51
- Purchase Orders Awaiting Acknowledgement Next x Days alert
 - associated program 41
 - configuring 46
 - customizing 51
- Purchase Orders Awaiting Acknowledgement Past Due alert
 - associated program 41
 - configuring 46
 - customizing 52
- Purchase Orders Awaiting Shipment alert
 - associated program 41
 - configuring 46

- customizing 52
- Purchase Orders Awaiting Shipment Next X Days alert
 - associated program 41
 - configuring 46
 - customizing 52
- Purchase Orders Awaiting Shipment Past Due alert
 - associated program 41
 - configuring 47
 - customizing 52
- Purchase Orders Next x Days alert
 - associated program 41
 - configuring 47
 - customizing 53
- Purchase Orders On Hold alert
 - associated program 41
 - configuring 47
 - customizing 53
- Purchase Orders Past Date alert
 - associated program 42
 - configuring 48
 - customizing 53
- Purchase Receipts Inquiry (P43214)
 - setting up for self-service 4
- Purchasing Tolerance Rules Revisions form 8, 11

Q

- quantities
 - revising ad hoc schedules 75
 - revising blanket schedules 75
- queues
 - setting up 7
 - setting up queue properties 14
- Queues Property Revisions form 8, 14

R

- receipt detail sort (43/RD) 17
- receipt header sort (43/RH) 18
- receipt inquiry search dates (43S/RD) 28
- receipt inquiry sort options (43/RQ) 28
- receipt inquiry status (43S/RS) 28
- receipt inquiry, setting up 27
- receipt routing
 - advancing 65
 - editing movement details 66
 - overview 62
 - setting up 20

- Receipt Routing Movement and Disposition program (P43250) 21
- receipts, reviewing 68
- related documentation x
- release schedules, setting up 34
- routing
 - advancing 65
 - editing movement details 66
 - overview 62

S

- schedules, setting up for supplier 34
- Search For Ad Hoc Schedules page 74
- Search for Inventory Information page 67
- Search for Order Lines to Notify page 63
- Search for Orders page 68
- Search for Orders to Acknowledge page 57
- Search for Payment Information task
 - associated program 42
 - configuring 48
- Search for Receipt Lines task
 - associated program 42
 - configuring 48
- Search for Receipts page 69
- Search For Schedule page 74
- Select Alerts page 39, 40
- Self Service - Purchase Order Inquiry (P4310SS)
 - overview 29
 - processing options 31
 - setting up 4
- self service order types (43/OT) 3
- Self Service Quote Response Entry (P4334SS), processing options 80
- Self-Service - Inventory Information Inquiry (P41204)
 - overview 66
 - processing options 26
- Self-Service - Movement in Routing (P43250SS)
 - processing options 22
 - usage 20
- Self-Service - Purchase Order Receipts (P4312S)
 - processing options 18
 - setting up 16
- Self-Service - Supplier Payment Inquiry (P04111)
 - processing options 30

- reviewing payment information 69
 - setting up 29
- self-service A/P sort option (04/SO) 30
- self-service movement steps (43/MS) 22
- Self-Service Supplier Analysis Summary (P43230SA), processing options 81
- self-service, activating 4
- shipment details, revising 64
- shipment notifications
 - overview 62
 - sending 63
 - setting up 16
- shipments
 - advancing the routing 65
 - editing movement details 66
- Split and Acknowledge PO Lines page 58, 59
- split purchase order lines 56
- splitting purchase order lines 5
- SRM - PO Acknowledgement (P43S01)
 - overview 5
 - processing options 15
 - revising purchase orders 6
- SRM - PO Inquiry (P43S05)
 - processing options 25
 - setting up 23
 - using 67
- SRM - Receipt Inquiry (P43121SS)
 - overview 68
 - processing options 29
 - setting up 27
- SRM portlet
 - communicating with PeopleSoft EnterpriseOne 39
 - configuring 38
 - editing 48
 - overview 1, 37
 - selecting alerts 40
 - setting up kanban processing 77
- SRMPortlet.war file 37
- SRS (supplier release scheduling), *See* supplier release scheduling
- SSS Quote Status portlet 79
- SSS Search portlet 79
- SSS Supplier Alerts portlet 79
- SSS Supplier Order Status portlet 79
- SSS Supplier Performance portlet 79
- SSS Tasks portlet 79
- status codes, setting up 10
- suggestions, submitting xiv

- Supplier Relationship Management Collaboration (SRMC)
 - implementation 2
 - overview 1
- Supplier Relationship Management portlet, *See* SRM portlet
- supplier release scheduling
 - overview 71
 - setting up 34
- Supplier Schedule Revisions (P34301)
 - overview 34
 - overview of blanket schedules 72
 - processing options 34
- supplier self-service page 37
- Supplier/Item Relationships form 8, 12

T

- tolerance rules
 - exceeding 56
 - setting up date tolerances 12
 - setting up quantity and amount tolerances 11
- typographical conventions xii

U

- UDCs, *See* user-defined codes (UDCs)
- user-defined codes (UDCs)
 - 02/MB (electronic mail boxes) 7
 - 04/SF (A/P self-service filter option) 30
 - 04/SO (self-service A/P sort option) 30
 - 43/AH (acknowledge header sort option) 8
 - 43/AQ (acknowledgement detail sort op) 9
 - 43/AS (filter acknowledge status) 9
 - 43/DS (filter date search SRM) 9
 - 43/IQ (PO inquiry sort options) 24
 - 43/MS (self-service movement steps) 22
 - 43/OD (movement detail sort options) 21
 - 43/OH (movement header sort options) 21
 - 43/OS (order statuses) 10
 - 43/OT (self service order types) 3
 - 43/RD (receipt detail sort) 17
 - 43/RH (receipt header sort) 18
 - 43/RQ (receipt inquiry sort options) 28
 - 43S/DS (date selection) 17

Index

- 43S/ID (PO inquiry search dates) 24
- 43S/IS (PO inquiry status meaning) 23
- 43S/RD (receipt inquiry search dates) 28
- 43S/RS (receipt inquiry status) 28

V

- View Ad Hoc Schedules page 74
- View Inventory Detail page 67
- View Inventory Information page 67
- View Item Detail page 70
- View Kanban Capacity page 78
- View Kanban Capacity task
 - associated program 42
 - configuring 48
- View Order Detail Line Information page 68
- View Order Detail page 70
- View Order Detail Status page 68
- View Order Header Information page 57, 58
- View Orders on Route page 63
- View Orders to Ship page 63
- View Payment History page 70
- View Payment Information Detail page 70
- View Payment Information page 70
- View Receipt Detail Status page 69
- View Receipt Line Detail page 70
- View Receipt Line Information page 69
- View Receipt Lines page 70
- View Supplier Schedule page 74
- Viewing Kanban Capacity alert
 - overview 77
- visual cues xiii

W

- warnings xiii
- workflow messages, setting up for buyer 13
- workflow queues
 - setting up 7
 - setting up queue properties 14