Forms and Process

- Create PO from Requisition
- Generate PO from Project

Create PO from Requisition

Parameter :-

1. Requisition : Drop down to select Requisitions Document numbers. The user has the option to select and proceed for a purchase order.

2. Organization : This field is to select organization, on a selection of organization user has option to proceed for Purchase order according to available Requisitions.

3. Warehouse : This field is to select Warehouse, on a selection of Warehouse user has option to proceed for Purchase order according to available Requisitions.

4. Document Date : Date of Document as per user concerns.

5. Date Required : Date on Purchase order is required is required

6. Priority: According to importance we can set priority for that Purchase order (High, Low, Medium, Minor, Urgent).

7. User contact: He is the contact person in that particular vendor side

8. Product : This field is to select Product, on a selection of Product user has option to proceed for Purchase order according to available Requisitions.

9. Product Category: This field is to select Product Category, on a selection of Product Category

user has option to proceed for Purchase order according to available Requisitions.

10. Business Partner Group : Groups of business partner (Agent, Customers, Employee and vendor, ect.)

11. Consolidate in One document: To consolidate several requisitions into a single purchase order, choose this checkbox.

Process Use :

This process is used to create Purchase order from requisition automatically.

Generate PO from Project

Parameter :-

1.Project : a series of tasks that must be accomplished in order to achieve a specific result, including phases and phase lines as sequential tasks to complete a project. It is master data.

2.Project Phase : Phase lines are series of duties to complete a project which contains activities, task and task lines.

3.Project Line : Project lines are successive steps to be followed.

Process :-

This Process is used to Generate Purchase order from project master