



Welcome to Wide Area Workflow e-Business Suite. This demonstration contains audio narrative. Please adjust your volume accordingly.

Step 1



This presentation is an overview of Bulk Closeout Signing for Contract Closeout Module.

m Messages	Closeout Hold	
Bul 13-JAN-17 12:05) System: All Subject: Bul	KContract Clisseout	
AL Control	5.12/98/02/200	
the farmer	991 17 2010 Mahaleshares 00.0 0 0.0 440	
Action Server:	Preduction C 20002 (DR. LOO, 1999)	
ALL PRI .	151/2000	
DI Server	Contraction	
DI Server Path	(aci dhistoWaWE RA ser/Tett/Version5120/ETFEDIDIrectory	
the Destaurs	Solaris 11	
*LETIK 2YS00111		
rating system: is:	Production	
yer ar ng system Baha urrent Usage:	Padading 1.2075ang	
o ang sporem men Usage:	Putading 1227beng A new menu item labeled Bulk Contract Closeout has been added. This new	
et ang syaam reet Uage:	Production 1.2.271-ang A new menu item labeled Bulk Contract Closeout has been added. This new menu item is only available for the Admin Office Contracting Officer role since	
et ale errent Usage:	Production 1.2.2.1.5.energy A new menu item labeled Bulk Contract Closeout has been added. This new menu item is only available for the Adm in Office Contracting Officer role since Contracting Officer is the only role permitted to complete and sign contract closeout	
See	A new menu item labeled Bulk Contract Closeout has been added. This new menu item is only available for the Admin Office Contracting Officer role since Contracting Officer is the only role permitted to complete and sign contract closeout workehoute	
one ment Ubage:	A new menu item labeled Bulk Contract Closeout has been added. This new menu item is only available for the Admin Office Contracting Officer role since Contracting Officer is the only role permitted to complete and sign contract closeout worksheets.	
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one ment Ubage: ene start by selecting an option from the	A new menu item labeled Bulk Contract Closeout has been added. This new menu item is only available for the Adm in Office Contracting Officer role since Contracting Officer is the only role permitted to complete and sign contract closeout worksheets.	
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A new menu item labelled Bulk Contract Closeout has been added. This new menu item is only available for the Admin Office Contracting Officer role since Contracting Officer is the only role permitted to complete and sign contract closeout worksheets.

NOTE: Admin Office Contracting Officers are the only roles with the authority to complete and sign Contract Closeout Worksheets

Step 3

Contract Closeout Create - Sear	di •			×
Search Criteria - Bulk Cont	tract Closut			
Admin By Location Code	N00406	Issue By Location Code	Please Select	V
Contract Number		Delivery Order Number		
	Selec	tan Admin By Location Code.		
Q Search O Help				

Select an Admin By Location Code.

tract Close E	ffective Date *											
orted by Con	tract No. in ascendir	ng order 💌	Showin	ng 20 items	per page 🔽							
ilk Closecut *	Contract Number	Delivery Order	Admin By	Issue By	Status	Initiated Date	Target Closeout Date	Last Action Taken Date	Action Items Completed Date	Contract Close Date	DCAA Audit Complete	Percent Complete of Action Item
	N00406B042018		N00405	50512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406C12345		N00405	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406D12344		N00406	\$0512A	Ready to Close	2018/04/20	2019/12/20	2018/04/20	2018/04/20			100%
	N00406F54321											
	N00406H87654	A C	traat	Close	o E #o c	tive De	to voluo i	. roouirod r	riar ta narfarn	aina a hu		. in
	N00406J042018	ACON	ittact	0.10.8	e Ellet	tive Da	ite value is	s led allea t	phor to periori	ning a bu	IK CIUSE. II	115
	N00406K12345	date is	s only	рор	ulated	onto C	CO works	heets that	do not already	/have a C	ontract Cl	ose
	N00406W042018	Effect	ive D	ate.								
	N00406W123456	_		10007000			£917718719	EVIN VY EV	ermanerer			10077
	N00406W54321		N00406	N00406	Ready to Close	2018/04/20	2019/12/17	2018/04/20	2018/04/20			100%
	W150KN1540069		N00405	N00406	Ready to Close	2018/04/11	2018/03/25	2018/04/20	2018/04/20			100%

A Contract Close Effective Date value is required prior to performing a bulk close. This date is only populated onto CCO worksheets that do not already have a Contract Close Effective Date.

Step 5

itract Close E	ffective Date *											
Sorted by Cor	itract No. in ascendir	ng order 💌	Showi	ng 10 item	s per page							
ulk Closeout *	Contract Number	Delivery Order	Admin By	Issue By	Status	Initiated Date	Target Closeout Date	Last Action Taken Date	Action Items Completed Date	Contract Close Date	DCAA Audit Complete	Percent Complete of Action Items (St
0	N00406B042018		N00406	\$0512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
_	N00406C12345		N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406D12344		N00406	50512A	Ready to Close	2018/04/20	2019/12/20	2018/04/20	2018/04/20			100%
	N00406F54321		N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406H87654		N00406	\$0512A	Ready to Close	2018/04/20	2019/12/18	2018/04/18	2018/04/18			100%
	N004063042018		N00406	\$0512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406K12345		N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406W042018		N00406	N00406	Ready to Close	2018/04/20	2019/12/20	2018/04/20	2018/04/20			100%
	N00406W123456		N00406	N00406	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
	N00406W54321		N00406	N00406	Ready to Close	2018/04/20	2019/12/17	2018/04/20	2018/04/20			100%

Only Contract Closeout worksheets in a status of Ready to Close are returned.

ntract Close	Effective Date *										
Sorted	htract No. in ascending order	Showi	ing 10 item	s per page 💌							
Bulk Closecut*	Contract Number Delivery Order	Admin By	Issue By	Status	Initiated Date	Target Closeout Date	Last Action Taken Date	Action Items Completed Date	Contract Close Date	DCAA Audit Complete	Percent Complete of Action Items (St
2	N00406B042018	N00406	50512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406C12345	N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
×	N00406D12344										100%
2	N00406F54321	The	e Adı	m in Off	ice Coi	ntracting C)fficermay	select all or d	eselect all	by	100%
7	N00406H87654	che	ckin	gorun	checki	ng the bo:	in the Bul	k Closeout.co	lumn head	ding.	100%
2	N00406J042018										100%
2	N00406K12345										100%
8	N00406W042018	ina	ivia u	aicont	ract cic	seoutwor	ksneets ca	n be selected	ру спеск	ing the	100%
2	N00406W123456	box	(nex	t to the	Contra	actNumbe	ər.				100%
×	N00406W54321	N00406	N00405	Ready to Close	2018/04/20	2019/12/17	2018/04/20	2018/04/20			100%

The Admin Office Contracting Officer may select all or deselect all by checking or unchecking the box in the Bulk Closeout column heading.

Individual contract closeout worksheets can be selected by checking the box next to the Contract Number.

Step 7

tract Close E	ffective Date *										
iorted by Cor	tract No. In ascending order] Show	ing 10 item	is per page 💌							
ulk Closeout *	Contract Number Delivery Ord	ar Admin By	Issue By	Status	Initiated Date	Target Closeout Date	Last Action Taken Date	Action Items Completed Date	Contract Close Date	DCAA Audit Complete	Percent Complete of Action Items (Ste
2	N00406B042018	N00406	\$0512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406C12345	N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406D12344	N00406	50512A	Ready to Close	2018/04/20	2019/12/20	2018/04/20	2018/04/20			100%
×	N00406F54321	N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406H87654	N00406	\$0512A	Ready to Close	2018/04/20	2019/12/18	2018/04/18	2018/04/18			100%
2	N00406J042018	N00406	\$0512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406K12345	N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406W042018	N00406	N00404	Ready to Close	2018/04/20	2019/12/20	2018/04/20	2018/04/20			100%
2	N0040 The Admi	n O ffic	e Co	n tractin	ig Offic	er selects	the Comp	lete button to	bulk sign	and close	th e
	worksheet	s selei	cted.								

The Admin Office Contracting Officer selects the Complete button to bulk sign and close the worksheets selected.

018/04/20	Effective Date *										
Sorted by Co	entract No. in ascending order	Show	ing 10 iten	ts per page 💌							
Bulk Closeout *	Contract Number Delivery Orde	r Admin By	Issue By	Status	Initiated Date	Target Closeout Date	Last Action Taken Date	Action Items Completed Date	Contract Close Date	DCAA Audit Complete	Percent Complete of Action Items (Si
2	N00406B042018	N00406	50512A	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
2	N00406C12345	N00406	FU4417	Ready to Close	2018/04/20	Message from webpage		×			100%
	N00406D12344	N00406	S0512A	Ready to Close	2018/04/20	All contract clo	secut worksheets selected wit	S signed and			100%
2	N00406F54321	N00406	FU4417	Ready to Close	2018/04/20	closed. Do you	wish to continue?				100%
	N00406H87654	N00406	50512A	Ready to Close	2018/04/20						100%
2	N00406J042018	N00406	50512A	Ready to Close	2018/04/20		OK	Cancel			100%
×	N00406K12345	N00406	FU4417	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
Y	N00406W042018	N00406	N00406	Ready to Close	2018/04/20	2019/12/20	2018/04/20	2018/04/20			100%
2	N00406W123456	N00406	N00406	Ready to Close	2018/04/20	2019/12/18	2018/04/20	2018/04/20			100%
128	NICO ADDRESS ADDR	NOC									100%

A pop-up displays to confirm bulk sign and close. Click OK.

Step 9

Success		
Bulk Contract Closeout has completed. All Contract Closeout Worksheets select	Molfaction emails have been distributed to the Constructing Officer organization email. and for Bulk Contract Chemond were successfully and to "Complete" status.	
	Upon clicking the 'Complete' button from the previous page, all selected worksheets are signed via server side signing using the Hardware Signing Module (HSM) and set to a status of 'Complete'. A 567C will be generated for all successfully completed worksheets	
	A success page displays indicating notice has been distributed (567 C's) and an email notification has been sent to the org email of the Contracting Officer. The email will contain a list of all CCO worksheets selected for bulk closeout. If an error occurs during the execution of the bulk closeout, the closeout will still continue until all selected CCO worksheets are processed.	

Upon clicking the 'Complete' button from the previous page, all selected worksheets are signed via server-side signing using the Hardware Signing Module (HSM) and set to a status of 'Complete'. A 567C will be generated for all successfully completed worksheets.

A success page displays indicating notice has been distributed (567C's) and an email notification has been sent to the org email of the Contracting Officer. The email will contain a list of all CCO worksheets selected for bulk closeout. If an error occurs during the execution of the bulk closeout, the closeout will still continue until all selected CCO worksheets are processed.

intract Closeout Worksheets - Bulk Closeout by User: (10
ccessful	
ntract Number: N00400W042018 Ilvery Order Number: Intractor CAGE Code: 50312A use By: N00406 dmin By: N00406	
mpletion Date: 2018/04/20 atus: Complete	
nfract Number: NOOR080042018 inkery Order Number: Interactor CARE Code: EV4417 uai By: S012A Imm by: NOOR000 Imm by: NOOR000 Imm by: NOOR000 Imm Completion Imm Comple	
intract Number: N00406C12345 Nivery Order Number: Intractor CAGE Code: 50512A	The Admin Office Contracting Officer email contains the list of
ue By: FU4417 fmin By: N00406 impletion Dute: 2018/04/20 atus: Complete	all successful and unsuccessful CCO worksheet closeouts.
nfract Number: N00406012344 shwry Order Number: Initrator CARE Code CH4417 uwi By: S0012A Binn By: R00406 Imm By: R00406 Binn By: R00406 Binne: Complete Binn: Complete Binne: Complete	
ntract Number: N00400W54321 Nivery Order Number: Intractor CAGE Code: FU4417 sam Br: N00405	

The Admin Office Contracting Officer email contains the list of all successful and unsuccessful CCO worksheet closeouts.

End



This concludes our demonstration.