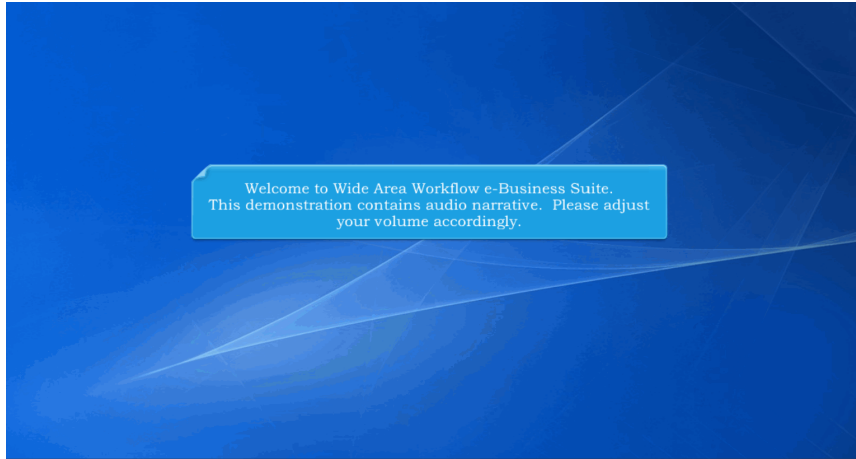
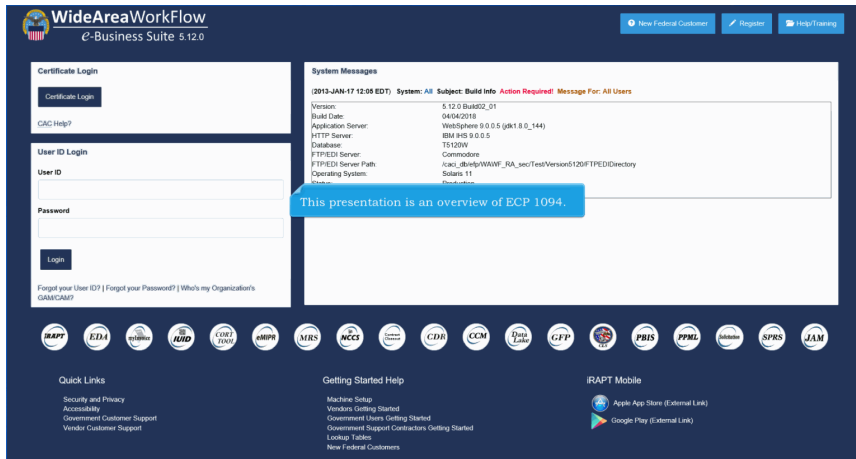


Intro



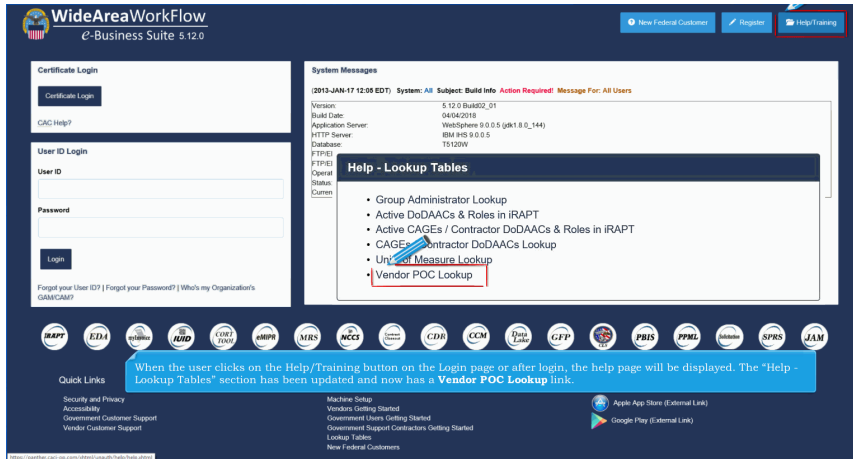
Welcome to Wide Area Workflow e-Business Suite.
This demonstration contains audio narrative. Please adjust your volume accordingly.

Step 1



This presentation is an overview of ECP 1094.

Step 2



When the user clicks on the Help/Training button on the Login page or after login, the help page will be displayed. The "Help - Lookup Tables" section has been updated and now has a Vendor POC Lookup link.

Step 3



Click the Vendor POC Lookup link.

Step 4

WideAreaWorkFlow
e-Business Suite

Lookup - Vendor POC

CAGE Code *

00002

CAPTCHA Image

540760

Type in the code above *

540760

Submit

* Asterisk indicates required entry

1. Enter in a CAGE Code
2. Enter in the CAPTCHA
3. Submit to lookup Vendor POCs.

1. Enter in a CAGE Code
2. Enter in the CAPTCHA
3. Submit to lookup Vendor POCs.

Step 5

WideAreaWorkFlow
e-Business Suite

Lookup - Vendor POC Results for 00002

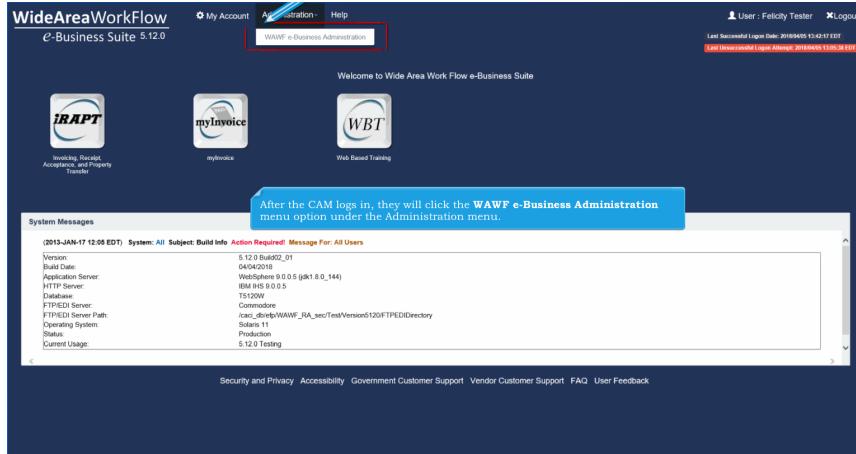
Department	Name	Email	Phone Number	Company Name	Company Address
Billing	John Johnson	demobuilder@gmail.com	1	Name	Address
Information Technology	Info Mailer	InfoMailerPOC@gmail.com	904598745	ISDS	50 FT Circle

Back Close

The Vendor POC Results will be displayed ordered by Department.

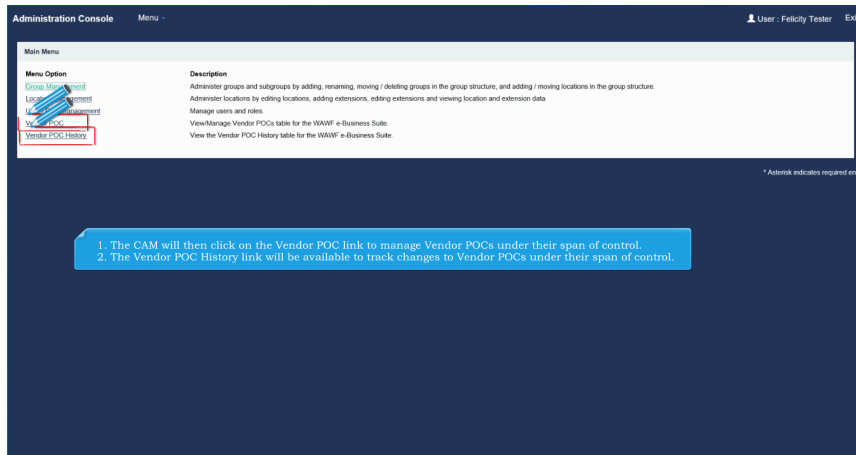
The Vendor POC Results will be displayed ordered by Department.

Step 6



After the CAM logs in, they will click the WAWF e-Business Administration menu option under the Administration menu.

Step 7



1. The CAM will then click on the Vendor POC link to manage Vendor POCs under their span of control.
2. The Vendor POC History link will be available to track changes to Vendor POCs under their span of control.

Step 8

Administration Console Menu User: Felicity Tester Exit

Vendor POC (VENDOR_POC) - Search

CAGE Code Equal To
First Name Equal To
Company Name Equal To
Email Equal To
Last Name Equal To
Company Address Equal To
Department Equal To
Phone Number Equal To

Filter Results *
20 records per page

Return Filter Reset

* Asterisk indicates required entry

1. When the CAM clicks the Vendor POC link, the Vendor POC-Search page will be displayed.
2. Click the Filter button to display the Vendor POC Search Results.

1. When the CAM clicks the Vendor POC link, the Vendor POC-Search page will be displayed.
2. Click the Filter button to display the Vendor POC Search Results.

Step 9

Administration Console Menu User: Felicity Tester Exit

Vendor POC (VENDOR_POC) - Search Results

Item	CAGE Code	Department	First Name	Last Name	Email	Phone Number	Company Name	Company Address	Date/Time Stamp	User ID	Action
1	00002	Billing	John	Johnson	demobuildercao@gmail.com	1	Name	Address	2018-04-05 13:43:11	HL_PREE_CAM	Edit Delete
2	00002	Information Technology	Info	Mation	infoMationPOC@gmail.com	9046989745	ISCS	50 IT Circle	2018-04-05 13:03:01	HL_PREE_CAM	Edit Delete

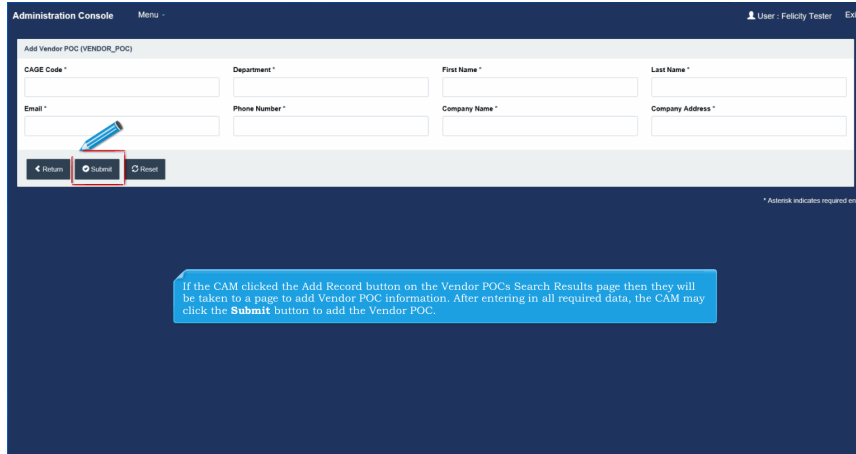
Return Add Record

* Asterisk indicates required entry

The CAM may then click the **Add Record** to add an additional Vendor POC, click the **Edit** link to edit a Vendor POC, or click the **Delete** link to delete a Vendor POC.

The CAM may then click the Add Record to add an additional Vendor POC, click the Edit link to edit a Vendor POC, or click the Delete link to delete a Vendor POC.

Step 10



Administration Console Menu - User: Felicity Tester Exit

Add Vendor POC (VENDOR_POC)

CAGE Code * Department * First Name * Last Name *

Email * Phone Number * Company Name * Company Address *

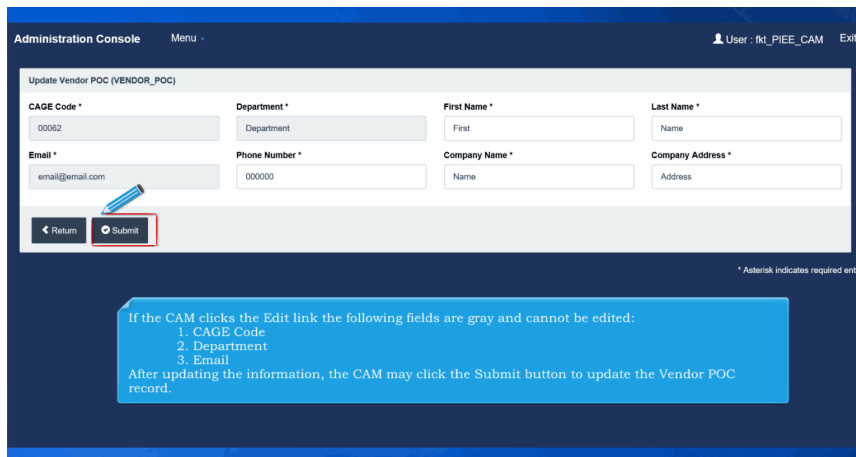
Return Submit Reset

* Asterisk indicates required entry

If the CAM clicked the Add Record button on the Vendor POCs Search Results page then they will be taken to a page to add Vendor POC information. After entering in all required data, the CAM may click the Submit button to add the Vendor POC.

If the CAM clicked the Add Record button on the Vendor POCs Search Results page then they will be taken to a page to add Vendor POC information. After entering in all required data, the CAM may click the Submit button to add the Vendor POC.

Step 11



Administration Console Menu - User: fkt_PIEE_CAM Exit

Update Vendor POC (VENDOR_POC)

CAGE Code * Department * First Name * Last Name *

00052 Department First Name Last Name

Email * Phone Number * Company Name * Company Address *

email@email.com 000000 Name Address

Return Submit

* Asterisk indicates required entry

If the CAM clicks the Edit link the following fields are gray and cannot be edited:

1. CAGE Code
2. Department
3. Email

After updating the information, the CAM may click the Submit button to update the Vendor POC record.

If the CAM clicks the Edit link the following fields are gray and cannot be edited:

1. CAGE Code
2. Department
3. Email

After updating the information, the CAM may click the Submit button to update the Vendor POC record.

Step 12

Administration Console Menu - User: fkl_PIEE_CAM Exit

Delete Vendor POC (VENDOR_POC)

CAGE Code *	Department *	First Name *	Last Name *
00002	Department	First	Name
Email *	Phone Number *	Company Name *	Company Address *
email@email.com	000000	Name	Address

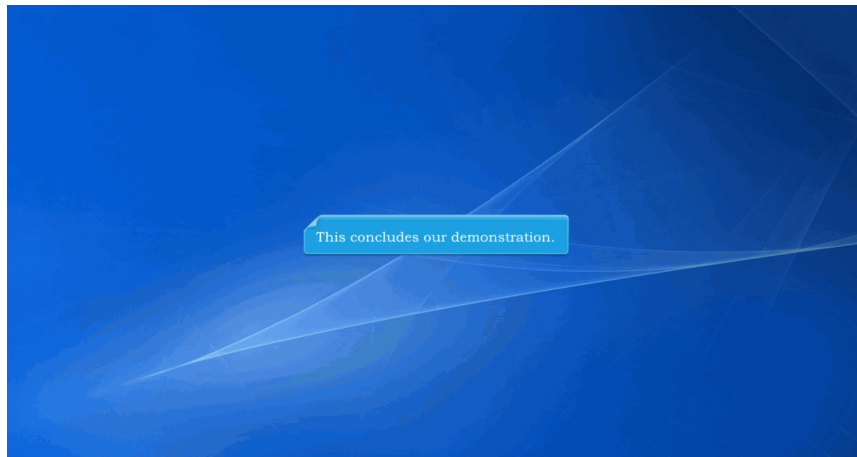
[Return](#) [Delete](#)

* Asterisk indicates required entry

If the CAM clicked the Delete link on the Vendor POCs Search Results page, then they will be taken to a page to delete Vendor POC information. The CAM may click the **Delete** button to delete the Vendor POC.

If the CAM clicked the Delete link on the Vendor POCs Search Results page, then they will be taken to a page to delete Vendor POC information. The CAM may click the Delete button to delete the Vendor POC.

End



This concludes our demonstration.