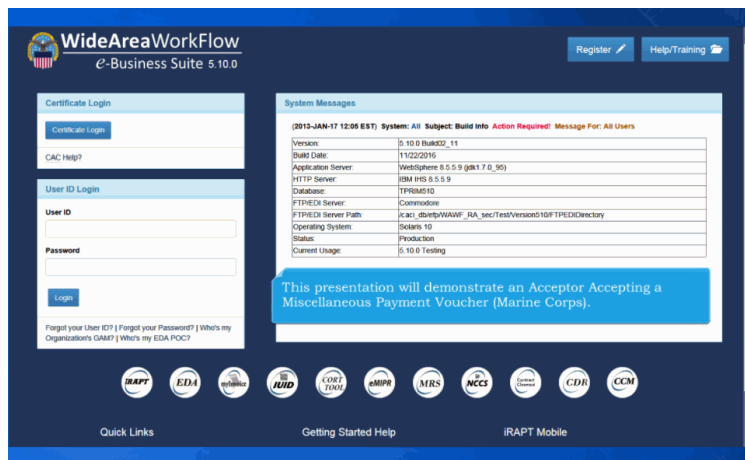
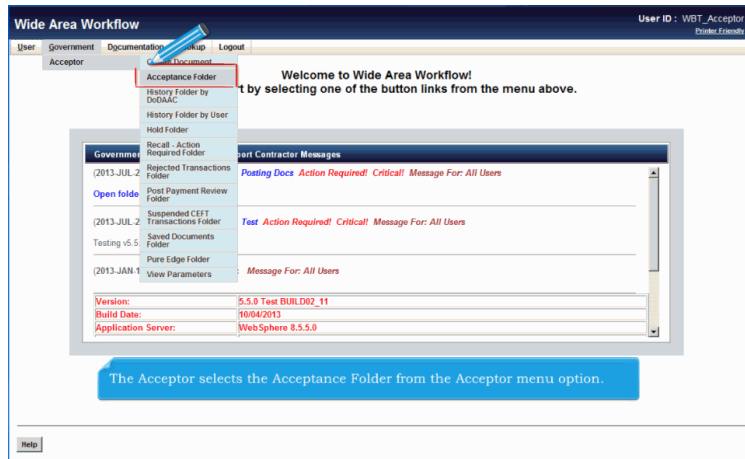


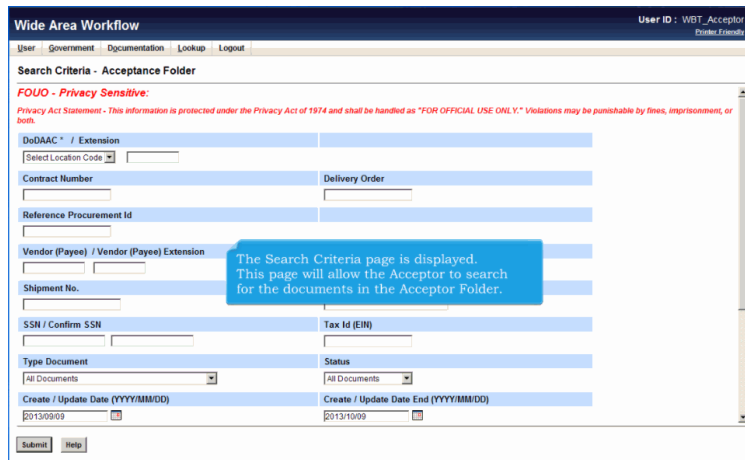
Welcome to Wide Area Workflow e-Business Suite.
This demonstration contains audio narrative. Please adjust your volume accordingly.



This presentation will demonstrate an Acceptor Accepting a
Miscellaneous Payment Voucher (Marine Corps).



The Acceptor selects the Acceptance Folder from the Acceptor menu option.



The Search Criteria page is displayed. This page will allow the Acceptor to search for the documents in the Acceptor Folder.

The screenshot shows the 'Wide Area Workflow' search criteria form for an 'Acceptance Folder'. The form includes fields for DoDAAC / Extension (with a dropdown menu), Contract Number, Reference Procurement Id, Vendor (Payee) / Vendor (Payee) Extension, Shipment No., Invoice Number, SSN / Confirm SSN, Tax Id (EIN), Type Document, Status, Create / Update Date, and Create / Update Date End. A blue callout box with the text 'The DoDAAC field is the only mandatory field.' is positioned over the DoDAAC field.

The DoDAAC field is the only mandatory field.

This screenshot is similar to the previous one but includes several annotations. A blue callout box says 'The Acceptor enters the Social Security Number, Social Security Number Confirmation'. Another blue callout box says 'The Acceptor clicks the Submit button after entering the select criteria.' Red boxes highlight the 'SSN / Confirm SSN' field, the 'Type Document' dropdown menu (set to 'Misc. Pay'), and the 'Submit' button. Blue arrows point to the 'SSN / Confirm SSN' field and the 'Submit' button.

The Acceptor enters the Social Security Number, Social Security Number Confirmation and selects Misc. Pay from the Type Document drop down. The Acceptor clicks the Submit button after entering the select criteria.

The screenshot shows the 'Wide Area Workflow' interface for user 'WBT_Acceptor'. The page title is 'Acceptance Folder for 'FA3030' (5 items, sorted by Contract Number Ascending)'. Below the title is a table with the following columns: Item, Type, Vendor (Payee), DUNS, DUNS-4, Ext, Contract Number, Delivery Order, Shipment Number, Submitted, Shipped, Accepted, and Status. The table contains 5 rows of data. A blue callout box with a pencil icon points to the 'Shipment' link in the bottom right corner of the table, with the text: 'The Acceptor clicks the [-] Shipment link to collapse the Shipment Columns.'

Item	Type	Vendor (Payee)	DUNS	DUNS-4	Ext	Contract Number	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status
1	Misc: Pay					FA3030266WR001		EA3030266WR001	2013-09-23			Subm
2	Misc: Pay					WJDSSE13M18995002	GFSSNSABRS13F0911	ETPFEDSNABRSGS	2013-09-11			Subm
3	Misc: Pay					WJDSSE13M18995003	GFSSNSABRS13F0925	ETPFEDSNABRSGS	2013-09-25			Subm
4	Misc: Pay					WJDSSE13M18995004	GFSSNSABRS13F0926	ETPFEDSNABRSGS	2013-09-26			Subm
5	Misc: Pay					WJDSSE13M18995005	GFSSNSABRS13F0930	ETPFEDSNABRSGS	2013-09-30			Subm

The Acceptance Folder page is displayed.

This page contains a list of documents that match the selection criteria. The Acceptor clicks the [-] Shipment link to collapse the Shipment Columns.

The screenshot shows the 'Wide Area Workflow' interface for user 'WBT_Acceptor'. The page title is 'Acceptance Folder for 'FA3030' (5 items, sorted by Contract Number Ascending)'. Below the title is a table with the following columns: Item, Type, Vendor (Payee), DUNS, DUNS-4, Ext, Contract Number, Delivery Order, Invoice Number, Submitted, Received, Status, and a small 'st' icon. The table contains 5 rows of data. A blue callout box with a pencil icon points to the 'Invoice Number' link in the bottom right corner of the table, with the text: 'The Shipment columns are now collapsed with the Invoice Number information displayed. The Acceptor can select a document to review by clicking the Invoice Number link for the appropriate document.'

Item	Type	Vendor (Payee)	DUNS	DUNS-4	Ext	Contract Number	Delivery Order	Invoice Number	Submitted	Received	Status	st
1	Misc: Pay					FA3030266WR001		EA3030266WR001	2013-09-23	2013-09-23	Submitted	
2	Misc: Pay					WJDSSE13M18995002	GFSSNSABRS13F0911	ETPFEDSNABRSGS	2013-09-11	2013-09-11	Submitted	
3	Misc: Pay					WJDSSE13M18995003	GFSSNSABRS13F0925	ETPFEDSNABRSGS	2013-09-25	2013-09-25	Submitted	
4	Misc: Pay					WJDSSE13M18995004	GFSSNSABRS13F0926	ETPFEDSNABRSGS	2013-09-26	2013-09-26	Submitted	
5	Misc: Pay					WJDSSE13M18995005	GFSSNSABRS13F0930	ETPFEDSNABRSGS	2013-09-30	2013-09-30	Submitted	

The Shipment columns are now collapsed with the Invoice Number information displayed. The Acceptor can select a document to review by clicking the Invoice Number link for the appropriate document.

Wide Area Workflow User ID: WBT_Acceptor

User Government Documentation Lookup Logout

Acceptor - Federal Misc. Payment Voucher

Voucher Addresses Misc. Info Preview Document

FOUO - Privacy Sensitive:
 Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

* = Required Fields

Misc. Pay Control Number: W3DSSE 13M18995005

The Voucher page is displayed when the Acceptor opens the Miscellaneous Payment Voucher.

Line Id.	AAI	Qty. Invoiced	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)
0001	067443	1	EA-EACH	EA	123.23	123.23
SDN * <input type="text"/> ACRN * <input type="text"/> Chargeable FY * <input type="text"/> Description: Submitted via MP_SABRS_Federal_SSH ftp						
0002	067443	1	EA-EACH	EA	523.23	523.23
SDN * <input type="text"/> ACRN * <input type="text"/> Chargeable FY * <input type="text"/>						

Submit Save Draft Document Previous Help

The Voucher page is displayed when the Acceptor opens the Miscellaneous Payment Voucher. The Standard Document Number, ACRN and Chargeable Fiscal Year fields are mandatory. The Acceptor must enter the SDN, ACRN and Chargeable Fiscal Year if the document initiator did not provide this information.

Wide Area Workflow User ID: WBT_Acceptor

User Government Documentation Lookup Logout

Acceptor - Federal Misc. Payment Voucher

Voucher Addresses Misc. Info Preview Document

FOUO - Privacy Sensitive:
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* = Required Fields

Misc. Pay Control Number: W3DSSE 13M18995005

Type: DSSE Invoice Number: FTPEFDSNSABRSGS Invoice Date: 2008/08/26 Payee SSAN: *****8995 Document Total (\$): 646.46

The Accounting information can be entered at the Line Item level.

Line Id.	AAI	Qty. Invoiced	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)
0001	067443	1	EA-EACH	EA	123.23	123.23
SDN * <input type="text"/> ACRN * <input type="text"/> Chargeable FY * <input type="text"/> Description: Submitted via MP_SABRS_Federal_SSH ftp						
0002	067443	1	EA-EACH	EA	523.23	523.23
SDN * <input type="text"/> ACRN * <input type="text"/> Chargeable FY * <input type="text"/>						

Submit Save Draft Document Previous Help

The Accounting information can be entered at the Line Item level.

The Accounting data is mandatory at the Sub-Line level when the Acceptor chooses the add Sub-Lines to the Line Item.

The Acceptor clicks the Add Sub-Line link to add a Sub-Line.

Line Id.	AAI	Qty. Invoiced	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)
0001	067443	1	EA-EACH	EA	123.23	123.23
0002	067443	1	EA-EACH	EA	523.23	523.23

The Accounting data is mandatory at the Sub-Line level when the Acceptor chooses the add Sub-Lines to the Line Item.

Note: At least two Sub-lines are required when Sub-Lining. The Acceptor clicks the Add Sub-Line link to add a Sub-Line.

The Acceptor enters the mandatory information for the first Sub-Line and clicks the Add Sub-Line link again to add another Sub-Line for the Line Item.

Line Id.	AAI	Qty. Invoiced	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)
0002	067443	1	EA-EACH	EA	523.23	523.23
Sub-Line Total (\$)						200.00
Sub-Line No. *	AAI	Qty. Approved *	Unit of Measure *	Unit Price (\$) *	Amount (\$)	
0002A	067443	1	EA-EACH	200.00	200.00	

The Acceptor enters the mandatory information for the first Sub-Line and clicks the Add Sub-Line link again to add another Sub-Line for the Line Item.

The screenshot shows the 'Wide Area Workflow' interface for 'Acceptor - Federal Misc. Payment Voucher'. The user is 'WBT_Acceptor'. The form displays two sub-lines. The first sub-line (0002AA) is for 'KS-1000 POUNDS PER SQUARE' with a unit price of 200.00. The second sub-line (0002AB) is for 'BP-100 BOARD FEET' with a unit price of 23.23. A blue callout box points to the 'Description' field of the second sub-line, indicating that the acceptor enters mandatory information here.

The Acceptor enters the mandatory information for the second Sub-Line.

The screenshot shows the 'Wide Area Workflow' interface for 'Acceptor - Federal Misc. Payment Voucher'. The user is 'WBT_Acceptor'. The form displays routing information for 'ROBERT GEORGE PETERS'. A blue callout box highlights the 'Save Draft Document' button, explaining that it allows the user to save an incomplete document and return to it later. The 'Save Draft Document' button is highlighted with a red box and a blue pencil icon.

The Acceptor can save an incomplete document by clicking the Save Draft Document button. The Save and Continue functionality allows the user to save the document in its current state and either continue working on it, or come back to it at a later time.

Wide Area Workflow User ID: WBT_Acceptor

User Government Documentation Lookup Logout

Acceptor - Federal Misc. Payment Voucher

Voucher Addresses Misc. Info Preview Document

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* = Required Fields

Misc. Pay Control Number	Type	Invoice Number	Invoice Date	Payee SSAN	Document Total (\$)
WDSSE13M18995005					646.46

The Acceptor can navigate to the Addresses page by clicking the Addresses tab.

Line Id.	AAI	Qty. Invoiced	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)
0001	067443	1	EA-EACH	EA	123.23	123.23
SDN * ACRN * Chargeable FY * 06744312WR777 ER 2012 Description: Submitted via MP_SABRS_Federal_SSN fp Actions: Add Sub-Line						
Line Id.	AAI	Qty. Invoiced	Unit of Measure	UoM Code	Unit Price (\$)	Amount (\$)
0002	067443	1	EA-EACH	EA	523.23	523.23
Description: Non-Federal Mis Pay CCR Cage\Non-Federal Mis Pay CCR Cage-----						Sub-Line Total (\$): 223.23

Submit Save Draft Document Previous Help

The Acceptor can navigate to the Addresses page by clicking the Addresses tab.

Wide Area Workflow User ID: WBT_Acceptor

User Government Documentation Lookup Logout

Acceptor - Federal Misc. Payment Voucher

Voucher Addresses Misc. Info Preview Document

FOUO - Privacy Sensitive:
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Misc. Pay Control Number	Type	Invoice Number	Invoice Date	Payee SSAN	Document Total (\$)
WDSSE13M18995005	DSSE	FTPFEDSNSABRSGS	2008/09/26	*****8995	646.46

The Acceptor can navigate to the Misc. Info page by clicking the Misc. Info tab.

The Acceptor can review the contents of the Addresses page.

SSAN: *****8995
 Payee Name: ROBERT GEORGE PETERS, 51st Activity Company
 Address 1: Prime Contractor Address Prime Contractor AddressPrime, Activity Name 2
 Address 2: Prime Contractor Address Prime Contractor AddressPrime, Activity Name 3
 Address 3: Prime Contractor Address Prime Contractor AddressPrime, Address 1: Camp David
 Address 4: Prime Contractor Address Prime Contractor AddressPrime, Address 2
 City, State, Zip, Address 3

Save Draft Document Help

The Addresses page is displayed.

The Acceptor can review the contents of the Addresses page. The Acceptor can navigate to the Misc. Info page by clicking the Misc. Info tab.

Wide Area Workflow User ID: WBT_Acceptor
User Government Documentation Lookup Logout
Acceptor - Federal Misc. Payment Voucher
Voucher Addresses Misc. Info Preview Document
FOUO - Privacy Sensitive:
Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

Misc. Pay Control Number	Type	Invoice Number	Invoice Date	Payee SSAN	Document Total (\$)
W3DSSE13M18995005	DSSE	FTPFEDSNSABRSGS	2008/09/26	*****8995	646.46

Initiator
Name: Auto Acceptor
Date of Action: 2013/09/30 18:51 EDT / 2013/09/30
Invoice Number: 904-596-7000
Email: wawuser+acceptor@gmail.com
Title: Auto QA Tester
Actions: [Submitted, FTP, Stand Alone]
Org Email: mnce@caci.com
Attachments:
Comments: This is a comment for the whole document

Acceptor
Name: Date of Action: Phone #: DSN:

Save Draft Document Help

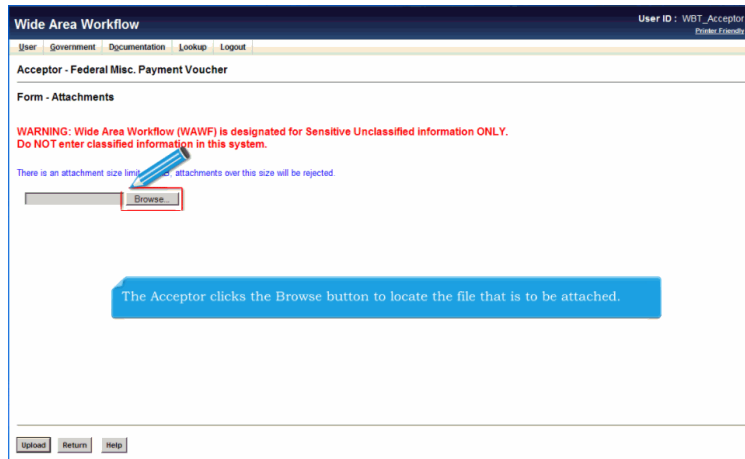
The Misc. Info page is displayed.
The Acceptor can review the contents of the Misc. Info page.

Wide Area Workflow User ID: WBT_Acceptor
User Government Documentation Lookup Logout
Acceptor - Federal Misc. Payment Voucher
Voucher Addresses Misc. Info Preview Document
Attachments:
Comments: This is a comment for the whole document

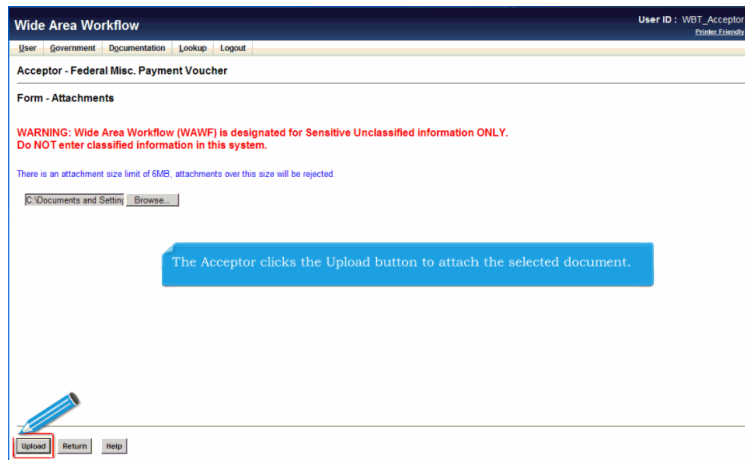
Acceptor
Name: Norma WBT
Date of Action: 2013/10/09 12:11 EDT
Phone #: 555-555-5555
Email: mnce@caci.com
Org Email: mnce@caci.com
Attachments:
Add Attachments
Comments:

Save Draft Document Help

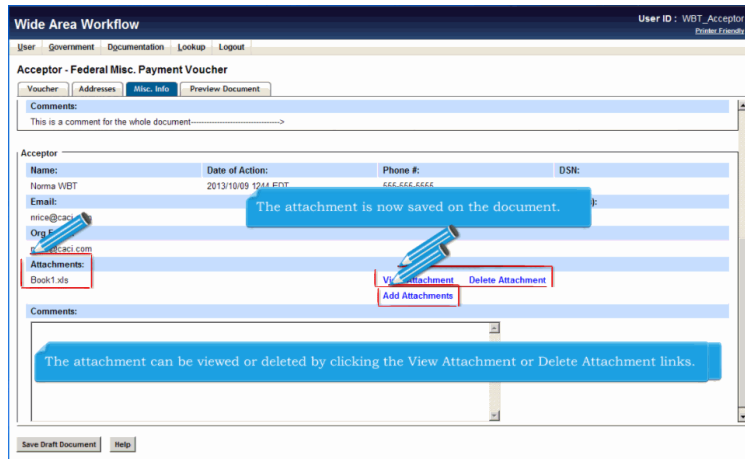
Attachments can be added on the Misc. Info page by clicking the Add Attachment link.



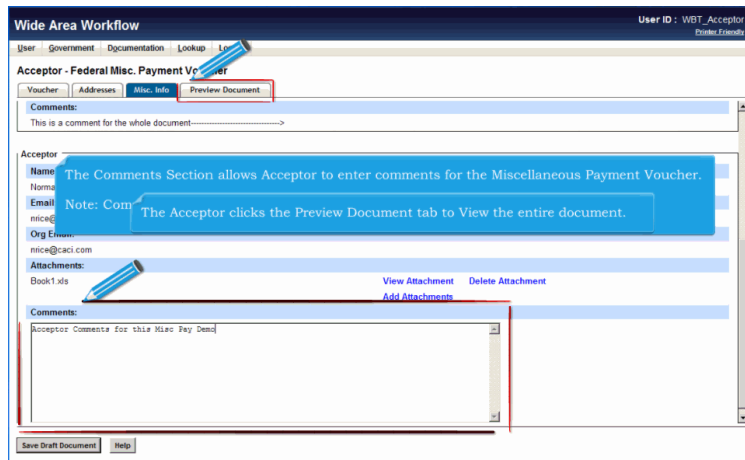
The Acceptor clicks the Browse button to locate the file that is to be attached.



The Acceptor clicks the Upload button to attach the selected document.

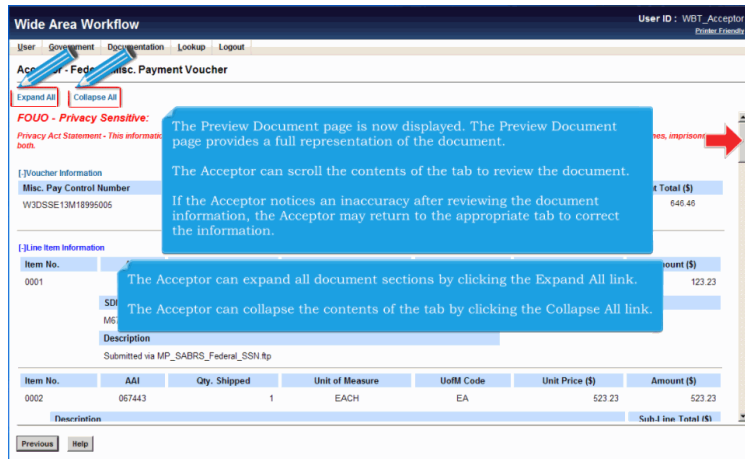


The attachment is now saved on the document. The attachment can be viewed or deleted by clicking the View Attachment or Delete Attachment links. To add another attachment, the Acceptor can click the Add Attachments link and repeat the process.



The Comments Section allows Acceptor to enter comments for the Miscellaneous Payment Voucher.

Note: Comments are mandatory when Rejecting a Document. The Acceptor clicks the Preview Document tab to View the entire document.

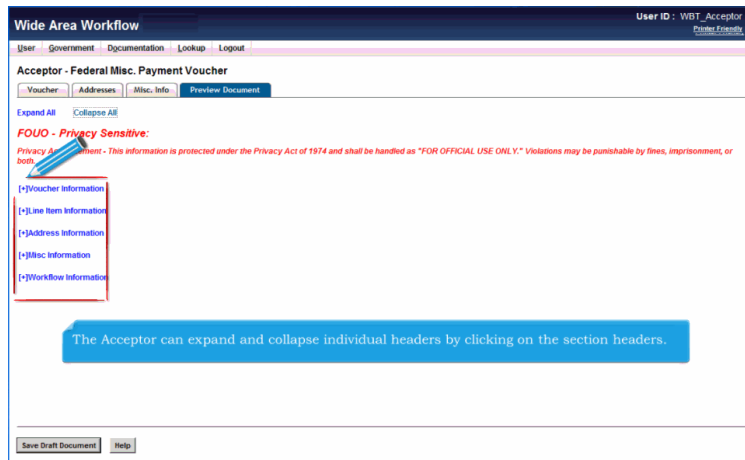


The Preview Document page is now displayed. The Preview Document page provides a full representation of the document.

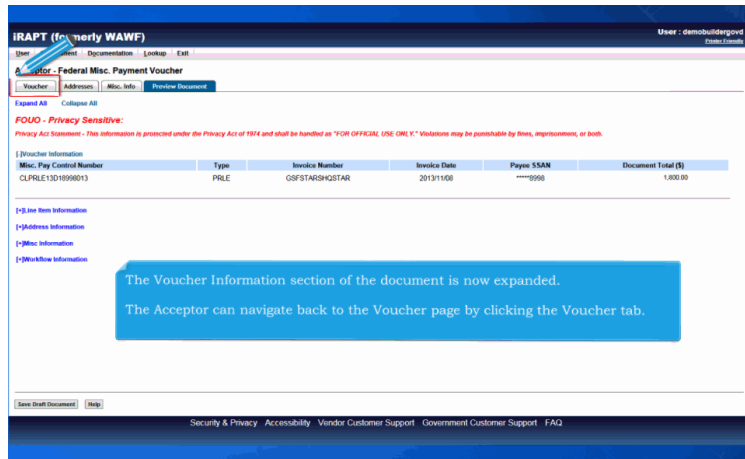
The Acceptor can scroll the contents of the tab to review the document.

If the Acceptor notices an inaccuracy after reviewing the document information, the Acceptor may return to the appropriate tab to correct the information. The Acceptor can expand all document sections by clicking the Expand All link.

The Acceptor can collapse the contents of the tab by clicking the Collapse All link.

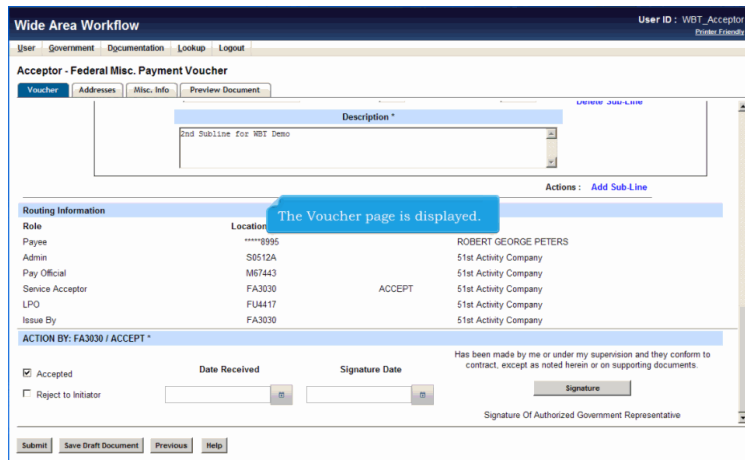


The Acceptor can expand and collapse individual headers by clicking on the section headers.



The Voucher Information section of the document is now expanded.

The Acceptor can navigate back to the Voucher page by clicking the Voucher tab.



The Voucher page is displayed.

Wide Area Workflow User ID : WBT_Acceptor

User Government Documentation Lookup Logout

Acceptor - Federal Misc. Payment Voucher

Voucher Addresses Misc. Info Preview Document

Description *

2nd Sub-Line For WBT Demo

Actions: Add Sub-Line

Routing Information

Role Payee Admin

Pay Office 6017443

Service Acceptor FA3030 ACCEPT 51st Activity Company

LPO FU4417 51st Activity Company

Issue By 3030 51st Activity Company

ACT FA3030 / ACCEPT *

Accepted Reject to Initiator

Date Received 2013/10/08

Signature Date 2013/10/08

Has been made by me or under my supervision and they conform to contract, except as herein or on supporting documents.

Signature

Signature Of Authorized Government Representative

Submit Save Draft Document Previous Help

The Acceptor selects the Accepted checkbox and enters the Received and Signature Dates. The Acceptor clicks the Signature button to continue accepting the Miscellaneous Payment Voucher.

Wide Area Workflow User ID : WBT_Acceptor

User Government Documentation Lookup Logout

WAWF Password Confirmation

User ID WBT_Acceptor

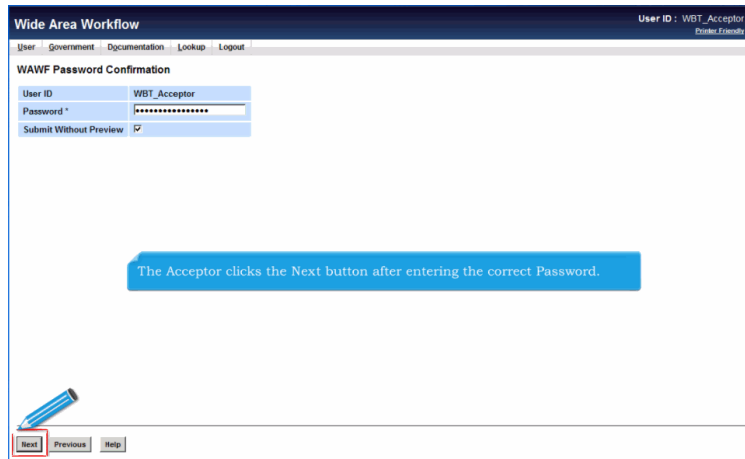
Password *

Submit Without Preview

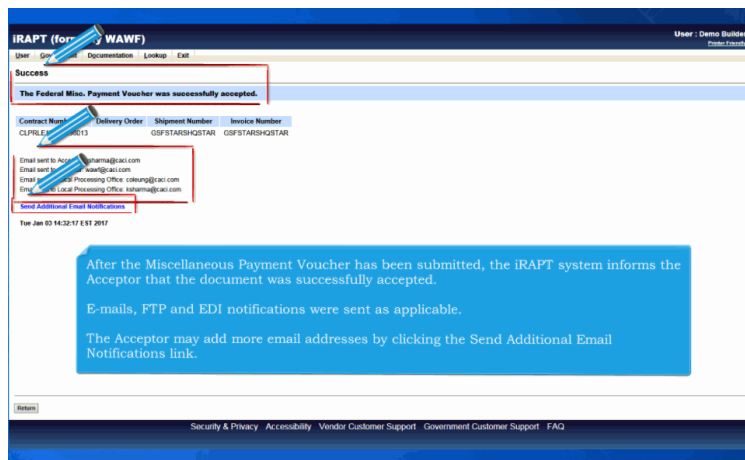
The Password Confirmation page is displayed.

Next Previous Help

The Password Confirmation page is displayed.



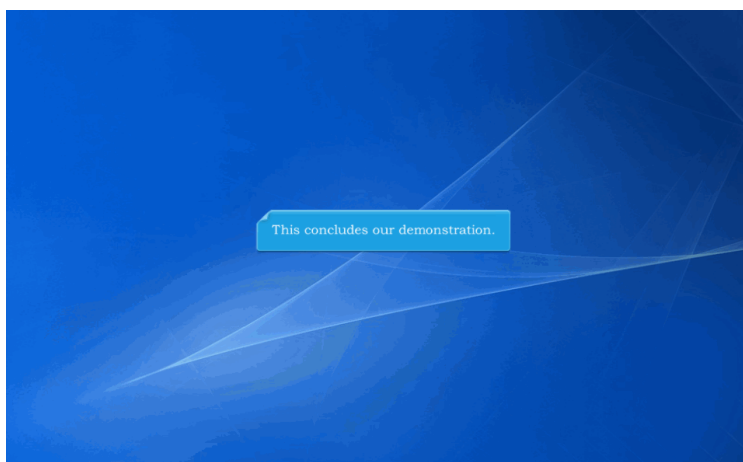
The Acceptor clicks the Next button after entering the correct Password.



After the Miscellaneous Payment Voucher has been submitted, the iRAPT system informs the Acceptor that the document was successfully accepted.

E-mails, FTP and EDI notifications were sent as applicable.

The Acceptor may add more email addresses by clicking the Send Additional Email Notifications link.



This concludes our demonstration.