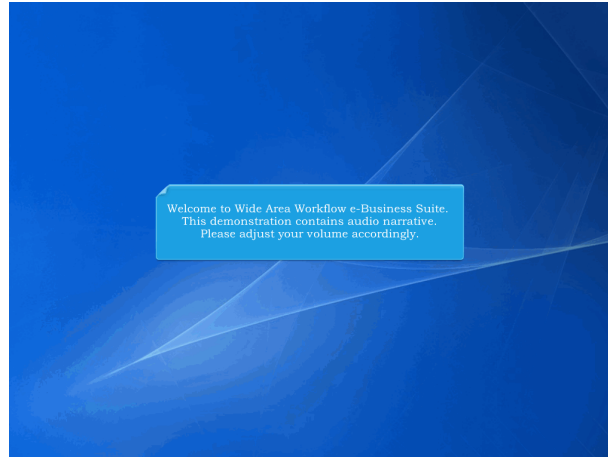
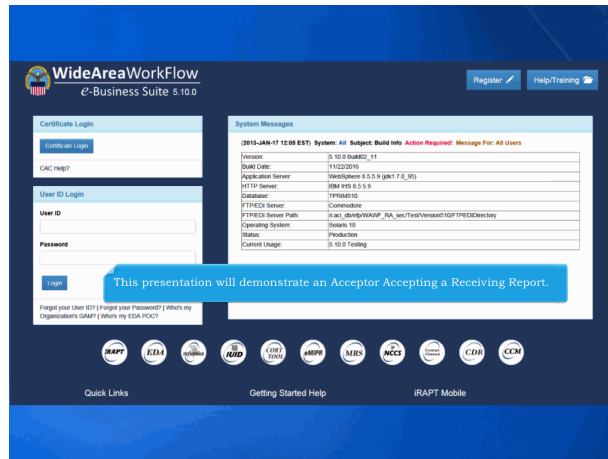


Intro



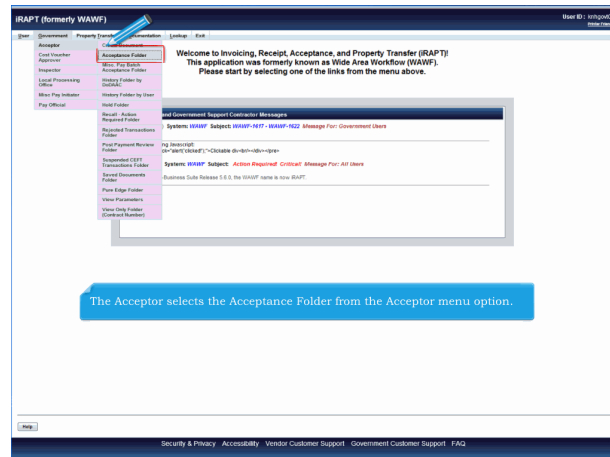
Welcome to Wide Area Workflow e-Business Suite.
This demonstration contains audio narrative. Please adjust your volume accordingly.

Scene 2



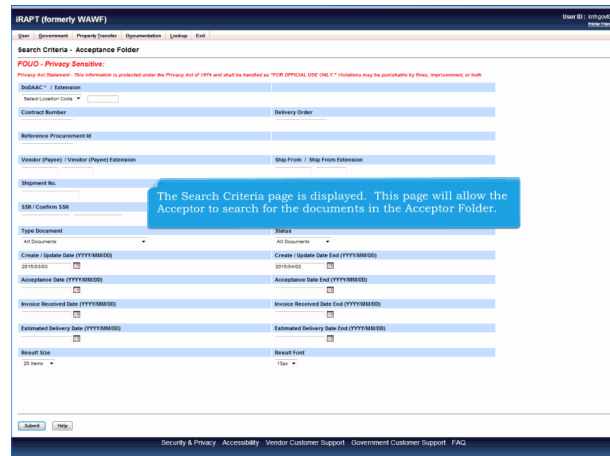
This presentation will demonstrate an Acceptor Accepting a Receiving Report.

Scene 3



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

Scene 4



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

Scene 5

The DoDAAC field is the only mandatory field.

The DoDAAC field is the only mandatory field.

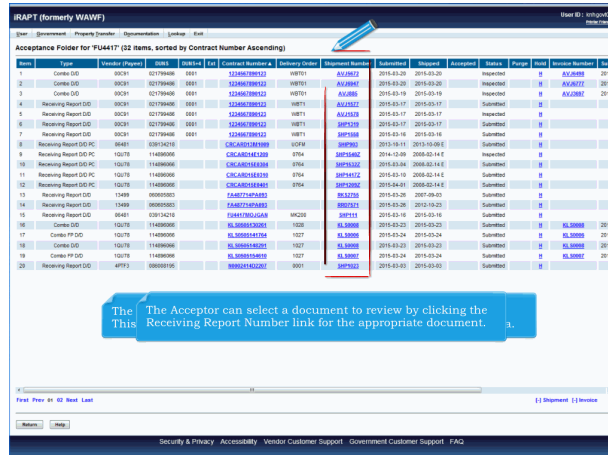
Scene 6

The Acceptor can further limit the returned results by selecting Receiving Report from the Type Document drop down.

The Acceptor clicks the Submit button after entering the select criteria.

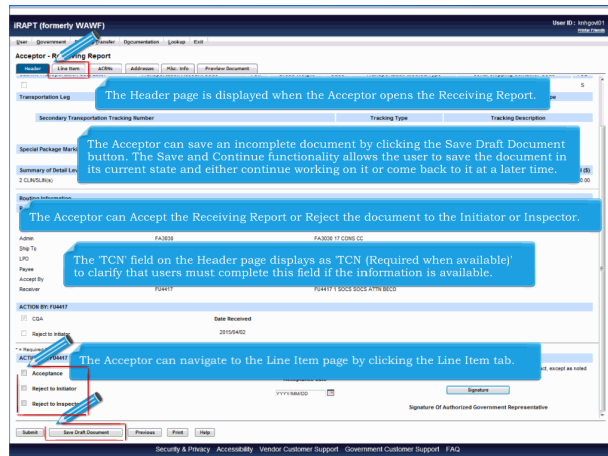
The Acceptor can further limit the returned results by selecting Receiving Report from the Type Document drop down. The Acceptor clicks the Submit button after entering the select criteria.

Scene 7



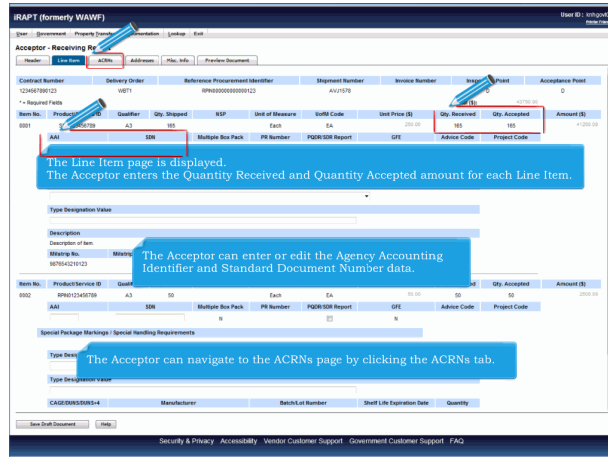
The Acceptance Folder page is displayed. This page contains a list of documents that match the selection criteria. The Acceptor can select a document to review by clicking the Receiving Report Number link for the appropriate document.

Scene 8



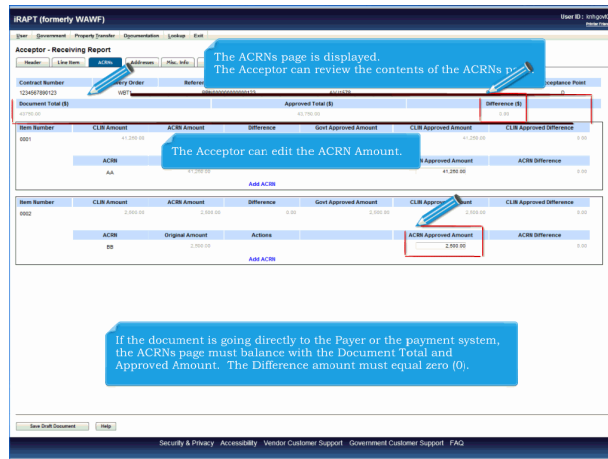
The Header page is displayed when the Acceptor opens the Receiving Report. The Acceptor can save an incomplete document by clicking the Save Draft Document button. The Save and Continue functionality allows the user to save the document in its current state and either continue working on it or come back to it at a later time. The Acceptor can Accept the Receiving Report or Reject the document to the Initiator or Inspector. The 'TCN' field on the Header page displays as 'TCN (Required when available)' to clarify that users must complete this field if the information is available. The Acceptor can navigate to the Line Item page by clicking the Line Item tab.

Scene 9



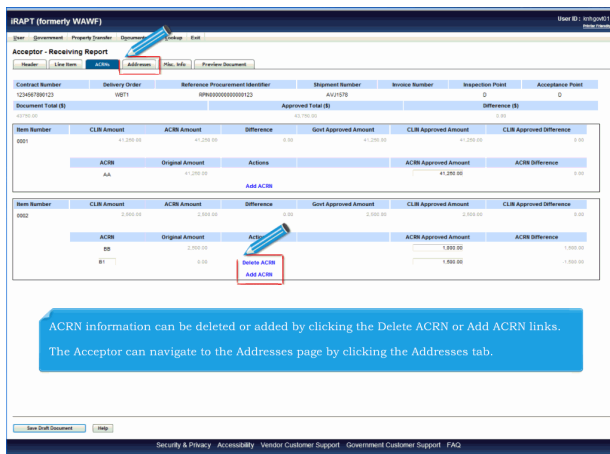
The Line Item page is displayed. The Acceptor enters the Quantity Received and Quantity Accepted amount for each Line Item. The Acceptor can enter or edit the Agency Accounting Identifier and Standard Document Number data. The Acceptor can navigate to the ACRNs page by clicking the ACRNs tab.

Scene 10



The ACRNs page is displayed. The Acceptor can review the contents of the ACRNs page. The Acceptor can edit the ACRN Amount. If the document is going directly to the Payer or the payment system, the ACRNs page must balance with the Document Total and Approved Amount. The Difference amount must equal zero (0).

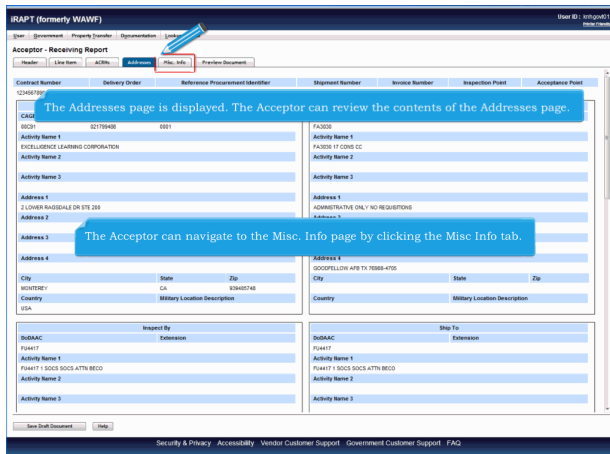
Scene 11



ACRN information can be deleted or added by clicking the Delete ACRN or Add ACRN links.

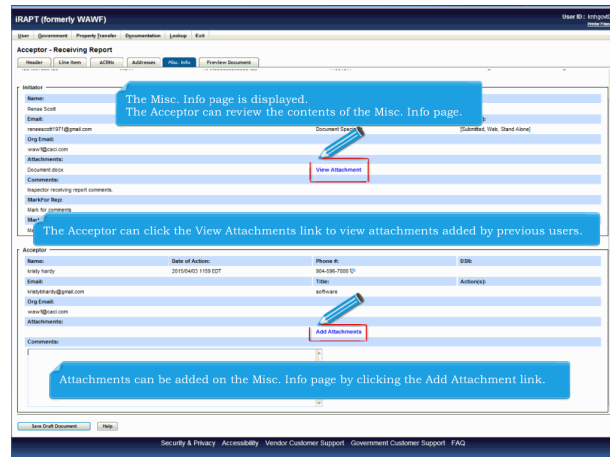
The Acceptor can navigate to the Addresses page by clicking the Addresses tab.

Scene 12



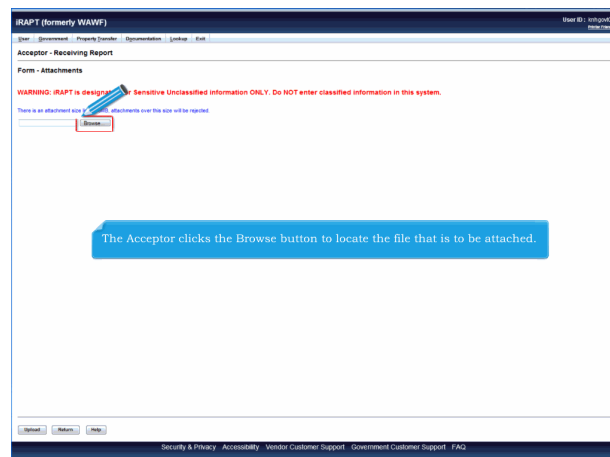
The Addresses page is displayed. The Acceptor can review the contents of the Addresses page. The Acceptor can navigate to the Misc. Info page by clicking the Misc Info tab.

Scene 13



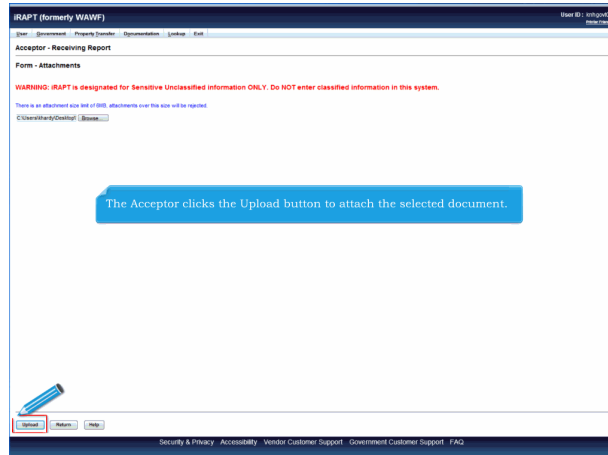
The Misc. Info page is displayed.
The Acceptor can review the contents of the Misc. Info page. The Acceptor can click the View Attachments link to view attachments added by previous users. Attachments can be added on the Misc. Info page by clicking the Add Attachment link.

Scene 14



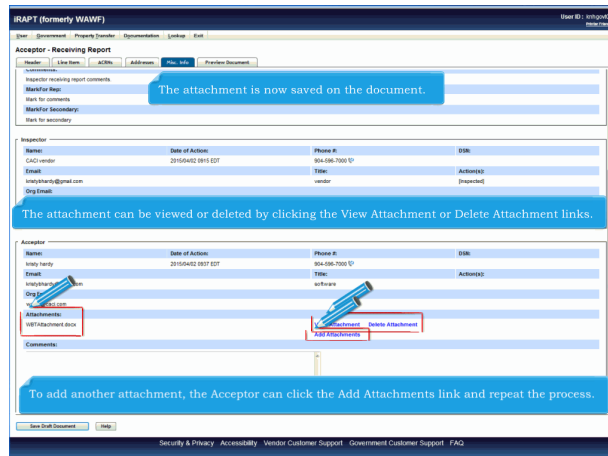
The Acceptor clicks the Browse button to locate the file that is to be attached.

Scene 15



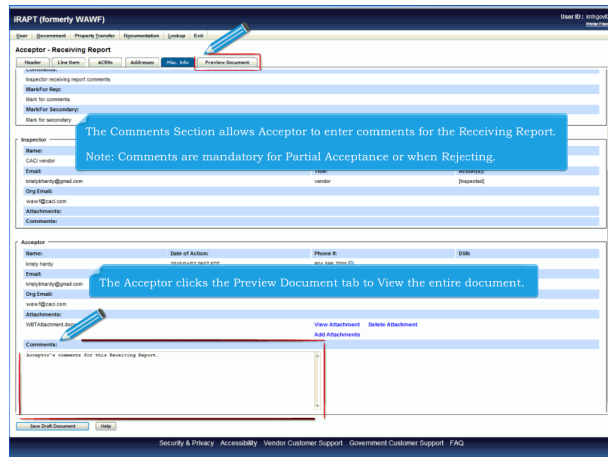
The Acceptor clicks the Upload button to attach the selected document.

Scene 16



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.

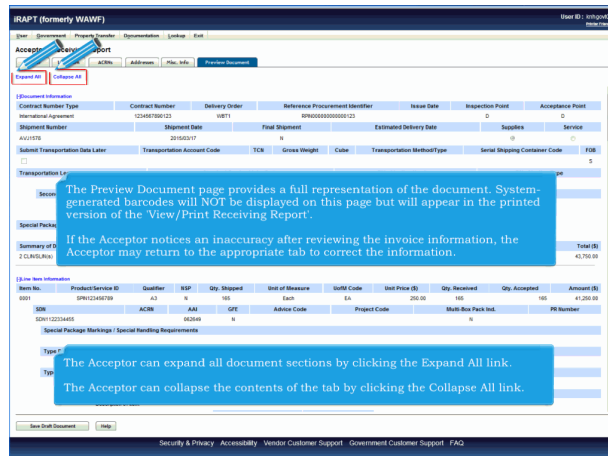
Scene 17



The Comments Section allows Acceptor to enter comments for the Receiving Report.

Note: Comments are mandatory for Partial Acceptance or when Rejecting. The Acceptor clicks the Preview Document tab to View the entire document.

Scene 18

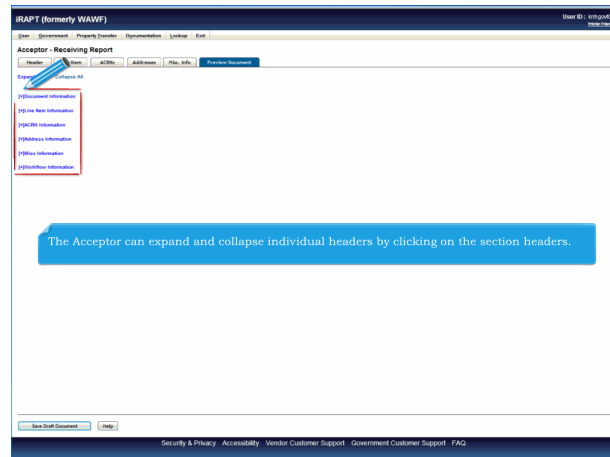


The Preview Document page provides a full representation of the document. System-generated barcodes will NOT be displayed on this page but will appear in the printed version of the 'View/Print Receiving Report'.

If the Acceptor notices an inaccuracy after reviewing the invoice 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.

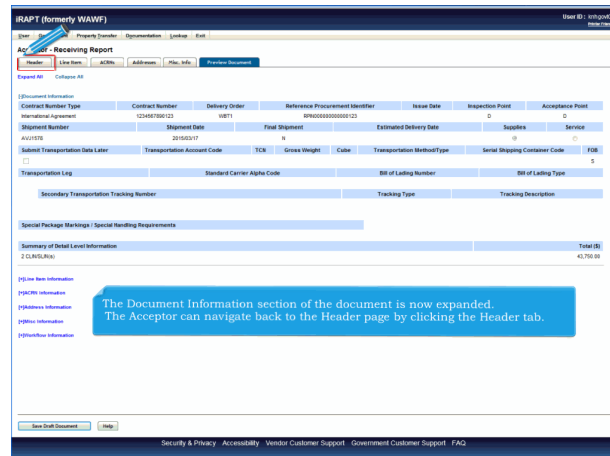
The Acceptor can collapse the contents of the tab by clicking the Collapse All link.

Scene 19



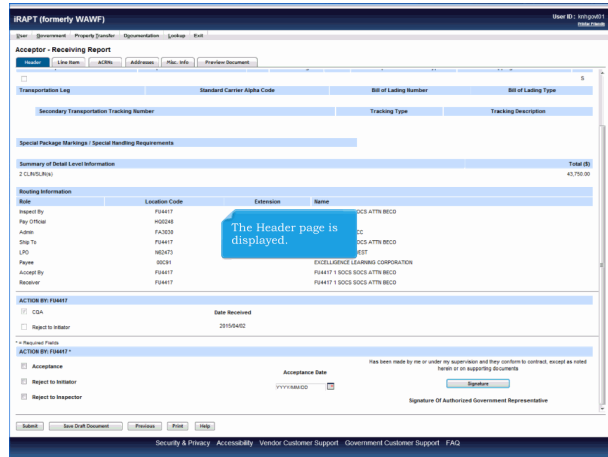
The Acceptor can expand and collapse individual headers by clicking on the section headers.

Scene 20



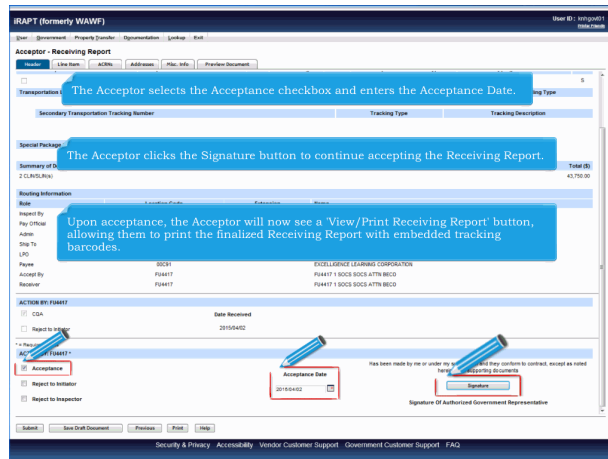
The Document Information section of the document is now expanded.
The Acceptor can navigate back to the Header page by clicking the Header tab.

Scene 21



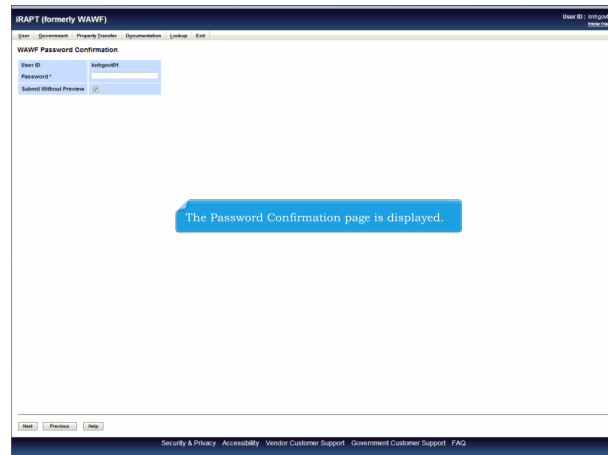
The Header page is displayed.

Scene 22



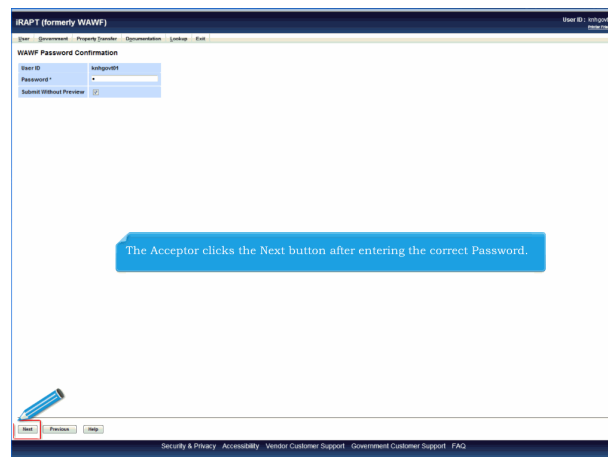
The Acceptor selects the Acceptance checkbox and enters the Acceptance Date. The Acceptor clicks the Signature button to continue accepting the Receiving Report. Upon acceptance, the Acceptor will now see a 'View/Print Receiving Report' button, allowing them to print the finalized Receiving Report with embedded tracking barcodes.

Scene 23



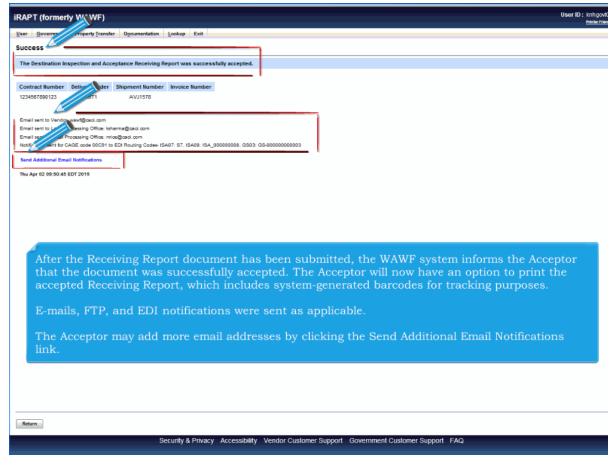
The Password Confirmation page is displayed.

Scene 24



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

Scene 25

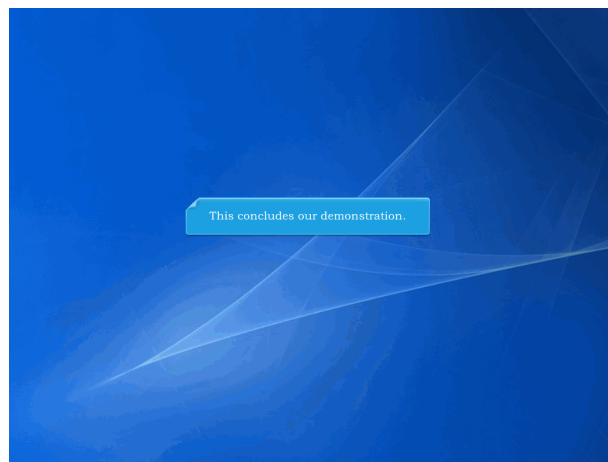


After the Receiving Report document has been submitted, the WAWF system informs the Acceptor that the document was successfully accepted. The Acceptor will now have an option to print the accepted Receiving Report, which includes system-generated barcodes for tracking purposes.

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.

End



This concludes our demonstration.