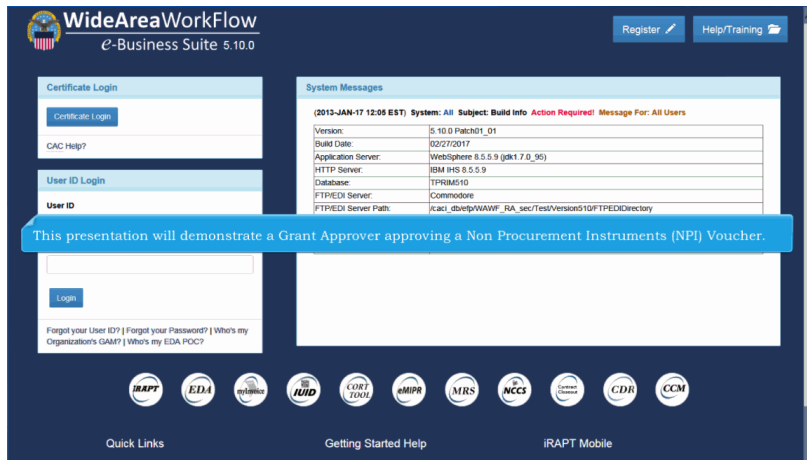


Welcome to Wide Area Workflow e-Business Suite. This demonstration contains audio narrative. Please adjust your volume accordingly.



This presentation will demonstrate a Grant Approver approving a Non Procurement Instruments (NPI) Voucher.



The only required field is the DoDAAC field. The Grant Approver must select a Location Code to retrieve any document.

The only required field is the DoDAAC field. The Grant Approver must select a Location Code to retrieve any document.

After entering in the information in the search fields, click the "Submit" button for the results. The more information you enter in the search fields, the more you can narrow your results to the specific documents you are looking to review.

After entering in the information in the search fields, click the "Submit" button for the results. The more information you enter in the search fields, the more you can narrow your results to the specific documents you are looking to review.

The "Grant Approval Folder" page is displayed. Click on the "Contract Number" link to view contract documents from EDA.

The "Grant Approval Folder" page is displayed.

Click on the "Contract Number" link to view contract documents from EDA.

The "Electronic Document Access" page is displayed with links to the EDA documents. If no documents are found, a message is displayed to the user.

The "Electronic Document Access" page is displayed with links to the EDA documents. If no documents are found, a message is displayed to the user.

**IRAPT (formerly WAWF)** User: Demo Builder

Approval Folder for 'S0512A' (9 items, sorted by Contract Number Ascending)

Item/Document ID	Contract Number	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status	Purge	Hold	Voucher Number	Submitted	Received	Status	Purge	Hold	Amount
	1234567890123									VC19431	2017-03-07	02017-03-07	Submitted			\$ 6,000.00
	1234567890123									VC19435	2017-03-07	02017-03-07	Submitted			\$ 2,525.00
	1234567890123									VC19824	2017-03-07	02017-03-07	Submitted			\$ 2,525.00
	H001311E0927	GR11								INV1156	2017-02-27	02017-02-27	Submitted			\$ 3,900.00
	H001311E0927	GR11								INV2143	2017-02-27	02017-02-27	Submitted			\$ 3,900.00
	H001311E0927	GR12ATTCH								INV1156	2017-02-27	02017-02-27	Submitted			\$ 2,000.00
	H001311E0927	GR12ATTCH								INV2143	2017-02-27	02017-02-27	Submitted			\$ 2,000.00
UREMENTID	H009511E0927	NPATTCH								INV1156	2017-02-27	02017-02-27	Submitted			\$ 10,100,000.00
UREMENTID	H009511E0927	NPATTCH								INV2143	2017-02-27	02017-02-27	Submitted			\$ 10,100,000.00

To open the Non Procurement Instruments (NPI) Voucher, the Grant Approver can click the Voucher Number link.

To open the Non Procurement Instruments (NPI) Voucher, the Grant Approver can click the Voucher Number link.

**IRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Header | Line Item | ACRNs | Addresses | Misc. Info | Preview Document

Populate Accounting Data from Template

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
International Agreement	1234567890123			
Voucher Number	Voucher Date	Final Voucher	Invoice Received Date	
VC19431	2017/03/07	Y	2017/03/07	
Vendor Invoice Number	Service Start Date		Service End Date	
	2017/03/07		2017/03/07	

Summary of Detail Level Information

1 CLINCLINE(s)	Total
	\$ 6,000.00
0 Miscellaneous Amount(s)	\$ 0.00
	Procurement Total: \$ 6,000.00

When the Grant Approver opens the Non Procurement Instruments (NPI) Voucher, five or six tabs should be displayed with the Header tab as the active tab: Header, Line Item, ACRNs (if Mocas, One-Pay or Standard), Addresses, Misc. Info and Preview Document.

Contractor Certification

In submitting this request for payment to the Government, I certify to the best of my knowledge and belief that the data in this request are correct and all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date: 2017/03/07  
Signature of Contractor Representative: Demo Builder

ACTION BY: S0512A\*

When the Grant Approver opens the Non Procurement Instruments (NPI) Voucher, five or six tabs should be displayed with the Header tab as the active tab:

Header, Line Item, ACRNs (if Mocas, One-Pay or Standard), Addresses, Misc. Info and Preview Document.

**IRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Header	Line Item	ACRN	Address	Misc. Info	Preview Document
Contract Number Type	Contract Number	Deliver	Reference Procurement Identifier	Issue Date	
International Agreement	1234567890123				
Voucher Number	Voucher Date	Final Voucher	Invoice Received Date		
VCH9431	2017/03/07	Y	2017/03/07		
Vendor Invoice Number	Service Start Date		Service End Date		
	2017/03/07		2017/03/07		
Summary of Detail Level Information					Total
1 CLIN(SLN(S))					\$ 6,000.00
0 Miscellaneous Amount(s)					\$ 0.00
					Document Total: \$ 6,000.00

Routing Information

Role: Payee

Pay Office: Admin

Admin: Grant Approver

**Contractor Certification**

In submitting this request for payment to the Government, I certify to the best of my knowledge and belief that the data in this request are correct and all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date: 2017/03/07

Signature: Demo Builder

Signature of Contractor Representative

\* Required Fields

ACTION BY: S0512A \*

Pursuant to authority vested in me, I certify that this voucher is correct and proper for

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Header page allows the Grant Approver to verify the contract information against the documentation.

Note that this document is a Non Procurement Instruments (NPI) Voucher Final, as indicated by the Y (for "Final") under the "Final Voucher" heading.

**IRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Header	Line Item	ACRN	Address	Misc. Info	Preview Document
		2017/03/07			2017/03/07
Summary of Detail Level Information					Total
1 CLIN(SLN(S))					\$ 6,000.00
0 Miscellaneous Amount(s)					\$ 0.00
					Document Total: \$ 6,000.00

Routing Information

Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN SYSTEMS CORPORATION

**Contractor Certification**

Signature Date: 2017/03/07

Signature: Demo Builder

Signature of Contractor Representative

\* Required Fields

ACTION BY: S0512A \*

Approve and Certify

Reject to Initiator

Signature Date: YYYYMMDD

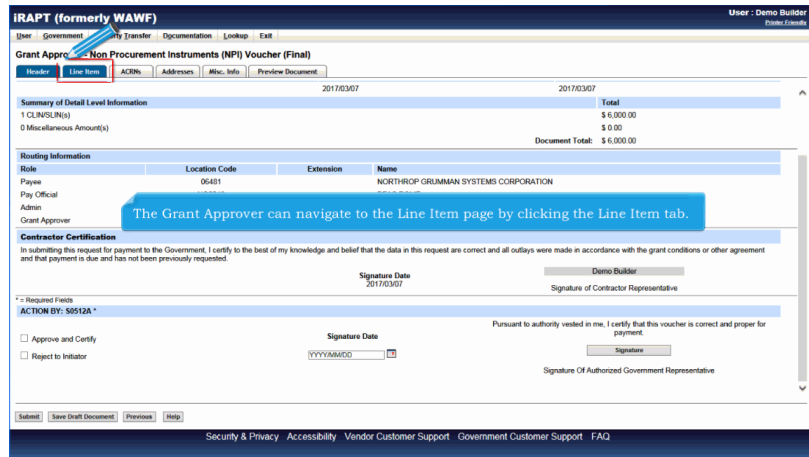
Signature: Signature Of Authorized Government Representative

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

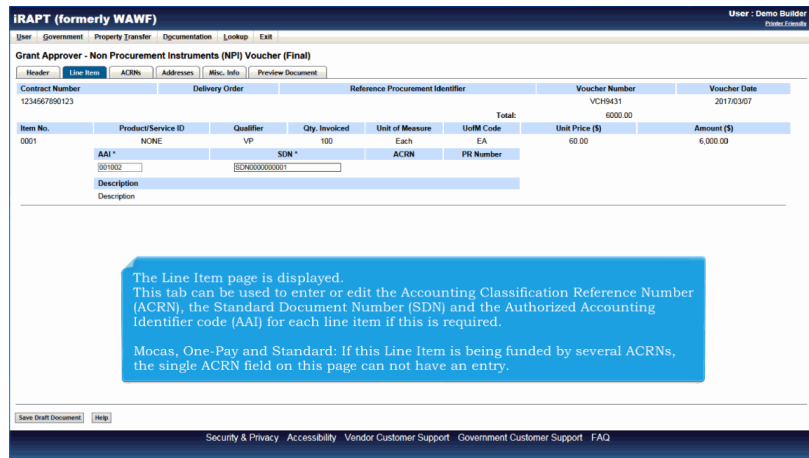
Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Scroll down to review the Routing Information and the ACTION BY section at the bottom of the page. The Grant Approver will need to approve or reject this Non Procurement Instruments (NPI) Voucher in the ACTION BY section.



The Grant Approver can navigate to the Line Item page by clicking the Line Item tab.



The Line Item page is displayed.

This tab can be used to enter or edit the Accounting Classification Reference Number (ACRN), the Standard Document Number (SDN) and the Authorized Accounting Identifier code (AAI) for each line item if this is required.

Mocas, One-Pay and Standard: If this Line Item is being funded by several ACRNs, the single ACRN field on this page can not have an entry.

The Save Draft Document button is available on each tab. The Grant Approver 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 Save Draft Document button is available on each tab. The Grant Approver 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.

If payment is by Mocas, One-Pay or Standard, the ACRN tab will be displayed. The Mocas, One-Pay and Standard payment systems permit a Line Item to be funded by several ACRNs.

If this CLIN is funded by only one ACRN, the Grant Approver can enter the ACRN on this Line Item page.

If this CLIN is funded by more than one ACRN, the Grant Approver can use the Multiple ACRNs page.

The Grant Approver navigates to the Multiple ACRNs page by clicking the ACRNs tab.

If payment is by Mocas, One-Pay or Standard, the ACRN tab will be displayed. The Mocas, One-Pay and Standard payment systems permit a Line Item to be funded by several ACRNs.

If this CLIN is funded by only one ACRN, the Grant Approver can enter the ACRN on this Line Item page.

If this CLIN is funded by more than one ACRN, the Grant Approver can use the Multiple ACRNs page.

The Grant Approver navigates to the Multiple ACRNs page by clicking the ACRNs tab.



The ACRNs page is displayed.

The CLIN Amount from the Line Item page, in this case \$6,000.00, is brought forward.

The Grant Approver has the ability to enter the ACRNs and balance them. The CLIN Amount and the ACRN Amount must balance with a Difference of \$0.00.

The Grant Approver can click the Add ACRN link to add an ACRN and an ACRN Amount. The Delete ACRN link is clicked to delete an ACRN.

The Grant Approver can click the Add ACRN link to add an ACRN and an ACRN Amount. The Delete ACRN link is clicked to delete an ACRN.

When the ACRNs page is completed, the Grant Approver can continue reviewing the other tabbed pages. The Grant Approver navigates to the Addresses page by clicking the Addresses tab.

When the ACRNs page is completed, the Grant Approver can continue reviewing the other tabbed pages. The Grant Approver navigates to the Addresses page by clicking the Addresses tab.

**iRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Contract Number: 1234567890123 | Delivery Order | Reference Procurement Identifier | Voucher Number: VCH9431 | Voucher Date: 2017/03/07

**Prime Contractor**

CAGE Code: 06481 | DUNS: 029134218 | DUNS + 4 | Extension

Activity Name 1: NORTHROP GRUMMAN SYSTEMS CORPORATION

Activity Name 2:

**Government DoDAAC**

DoDAAC: FU4417

Activity Name 1: FU4417 1 SOCS SOCS ATTN BECO

Activity Name 2:

**Addresses**

Address 1:

Address 2: 620 CRUZ AVE

Address 3: HURLBURT FIELD FL 32544-6708

Address 4:

City: WOODLAND HILLS | State: CA | Zip: 91367

Country: USA | Military Location Description:

City: HURLBURT FIELD FL 32544-6708 | State: | Zip:

Country: | Military Location Description:

Save Draft Document | Help

Security & Privacy | Accessibility | Vendor Customer Support | Government Customer Support | FAQ

The Addresses page is displayed.

This tab contains the mailing addresses of the Prime Contractor (Vendor/Grantee) CAGE Codes and Government DoDAACs involved in processing this document in the iRAPT system.

**iRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Contract Number: 1234567890123 | Delivery Order | Reference Procurement Identifier | Voucher Number: VCH9431 | Voucher Date: 2017/03/07

**Prime Contractor**

CAGE Code: 06481 | DUNS: 029134218 | DUNS + 4 | Extension

Activity Name 1: NORTHROP GRUMMAN SYSTEMS CORPORATION

Activity Name 2:

Activity Name 3:

**Government DoDAAC**

DoDAAC: FU4417

Activity Name 1: FU4417 1 SOCS SOCS ATTN BECO

Activity Name 2:

Activity Name 3:

**Addresses**

Address 1: 21240 BURBANK BLVD

Address 2:

Address 3:

Address 4: HURLBURT FIELD FL 32544-6708

City: WOODLAND HILLS | State: CA | Zip: 91367

Country: USA | Military Location Description:

City: HURLBURT FIELD FL 32544-6708 | State: | Zip:

Country: | Military Location Description:

Save Draft Document | Help

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

IRAPT (formerly WAWF) User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Contract Number: 1234567890123 Delivery Order: Reference Procurement Identifier: Voucher Number: VCH9431 Voucher Date: 2017/03/07

Initiator

Name:	Date of Action / IRD:	Phone #:	DSN:
Demo Builder	2017/03/07 1552 EST / 2017/03/07	000-000-000	
Email:		Title:	Action(s):
demobuilder@demo.com		Job Title	[Submitted, Web, Stand Alone]
Org Email:			
coleung@demo.com			
Attachments:			
Document.docx			<a href="#">View Attachment</a>
Comments:			

Grant Approver

Name:	Date of Action:	Phone #:	DSN:
Demo Builder	2017/03/08 0853 EST	000-000-0000	
Email:		Title:	Action(s):
demobuilder@demo.com		Job Title	
Org Email:			
Attachments:			
			<a href="#">Add Attachments</a>
Comments:			

[Save Draft Document](#) [Help](#)

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Miscellaneous Information page is displayed.  
The Grant Approver can use this tab to add comments and attachments.

IRAPT (formerly WAWF) User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Header | Line Item | ACRNs | Addresses | Misc. Info | Preview Document

Email:	Title:	Action(s):
demobuilder@demo.com	Job Title	[Submitted, Web, Stand Alone]
Org Email:		
coleung@demo.com		
Attachments:		
Document.docx		<a href="#">View Attachment</a>
Comments:		

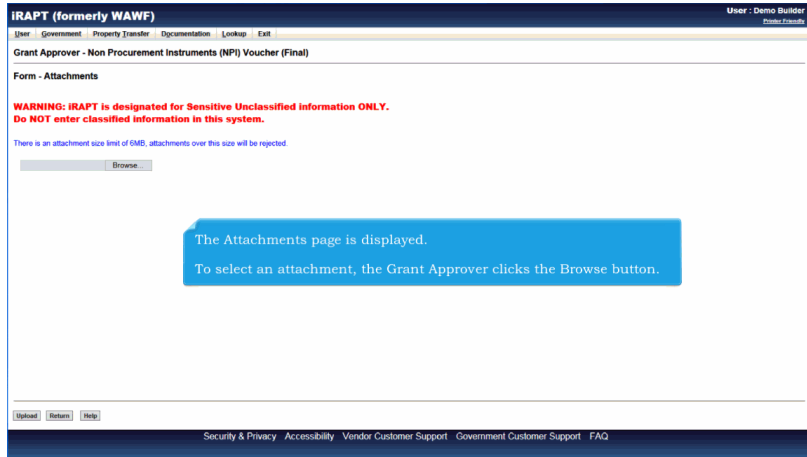
Grant Approver

Name:	Date of Action:	Phone #:	DSN:
Demo Builder	2017/03/08 0853 EST	000-000-0000	
Email:		Title:	Action(s):
demobuilder@demo.com		Job Title	
Org Email:			
Attachments:			
			<a href="#">Add Attachments</a>
Comments:			

[Save Draft Document](#) [Help](#)

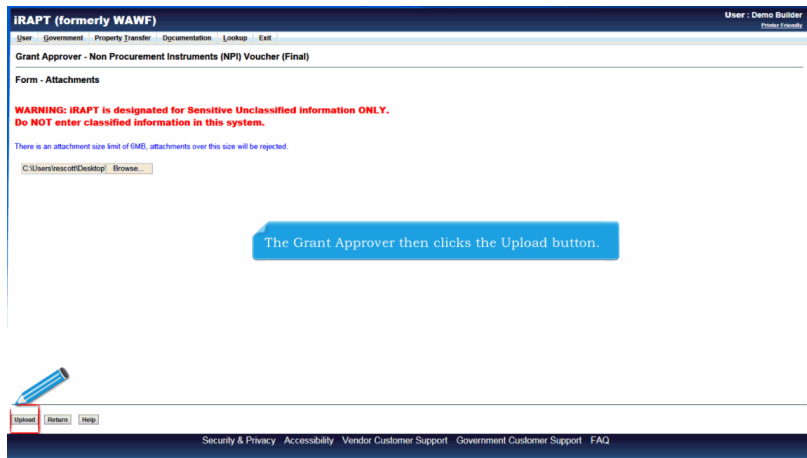
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Grant Approver adds an attachment by clicking the Add Attachments link.

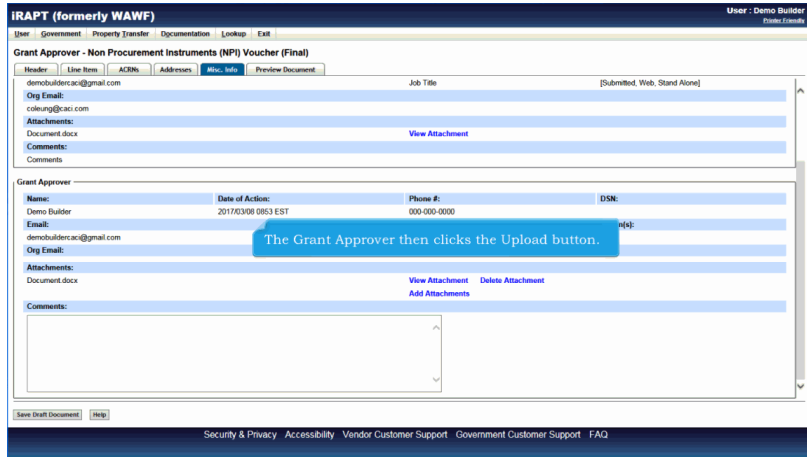


The Attachments page is displayed.

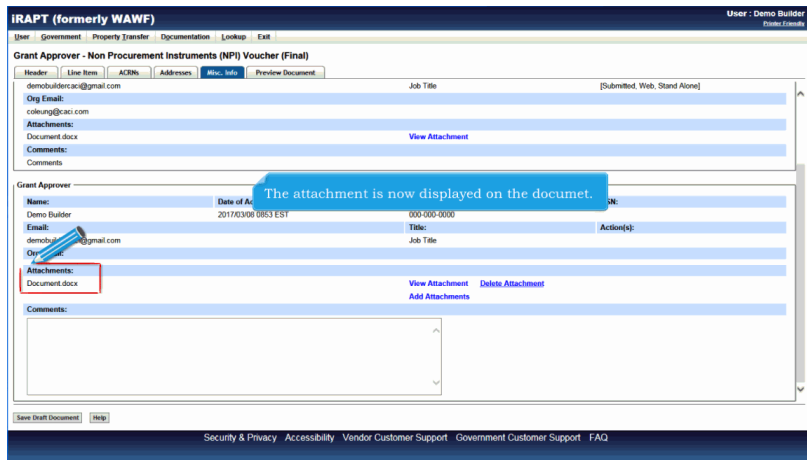
To select an attachment, the Grant Approver clicks the Browse button.



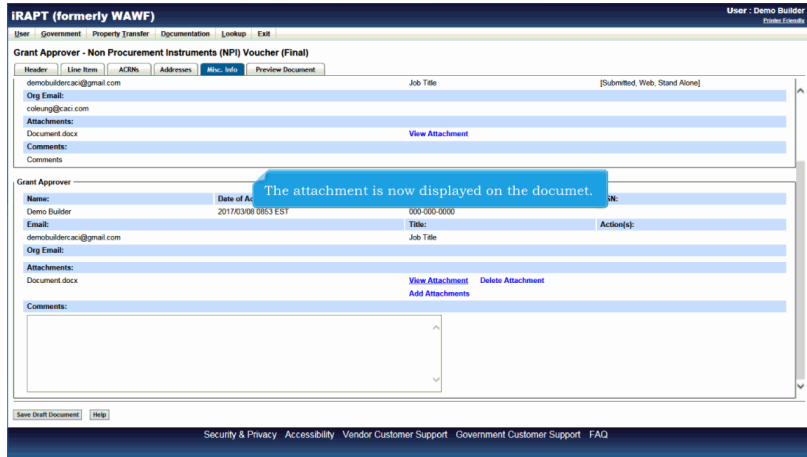
The Grant Approver then clicks the Upload button.



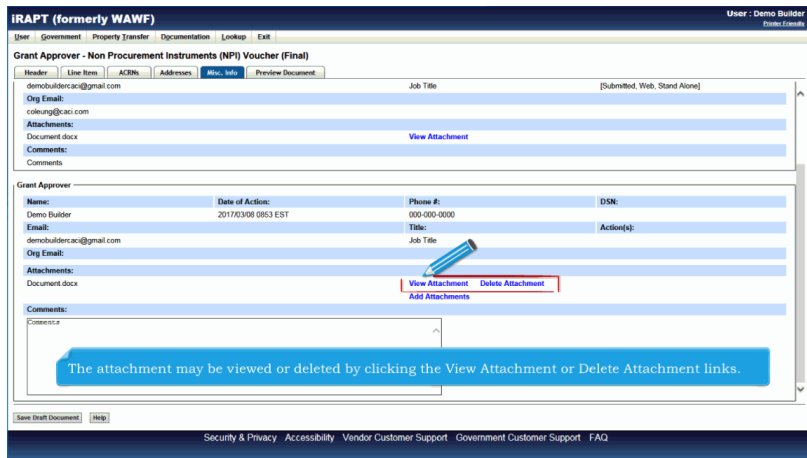
The Grant Approver then clicks the Upload button.



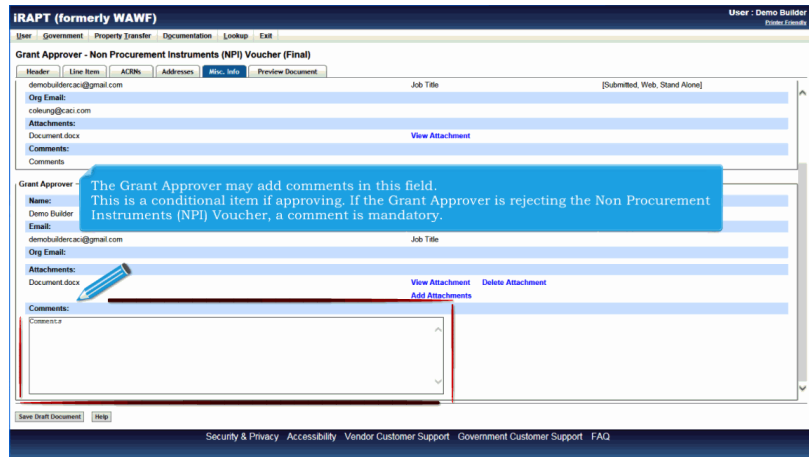
The attachment is now displayed on the document.



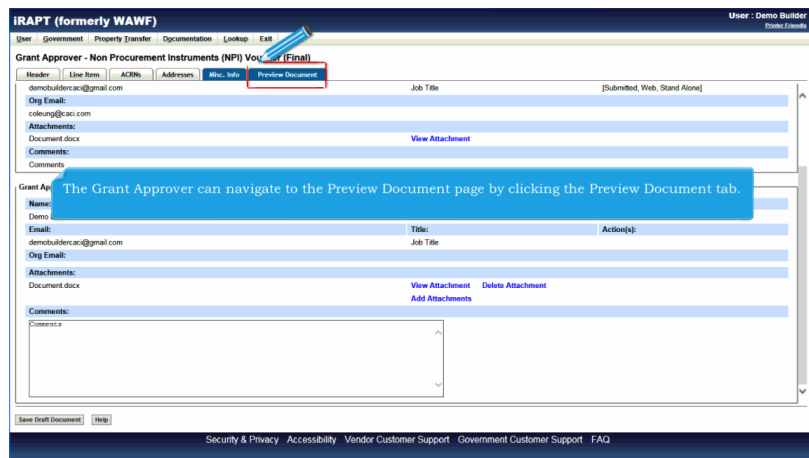
The attachment is now displayed on the documet.



The attachment may be viewed or deleted by clicking the View Attachment or Delete Attachment links.

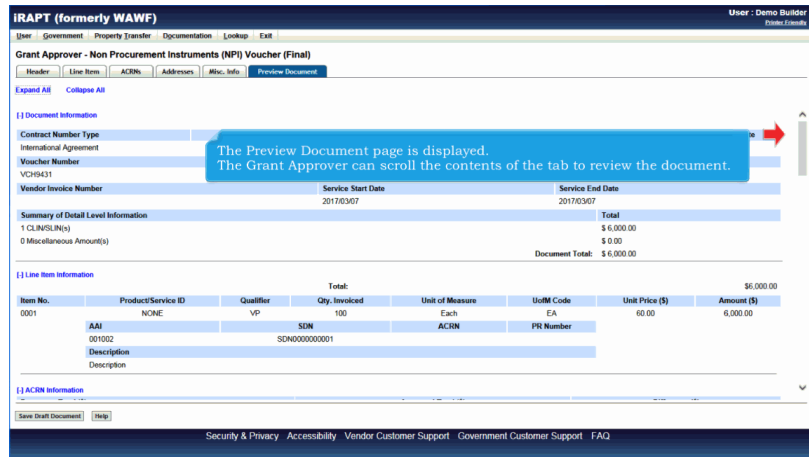


The Grant Approver may add comments in this field. This is a conditional item if approving. If the Grant Approver is rejecting the Non Procurement Instruments (NPI) Voucher, a comment is mandatory.

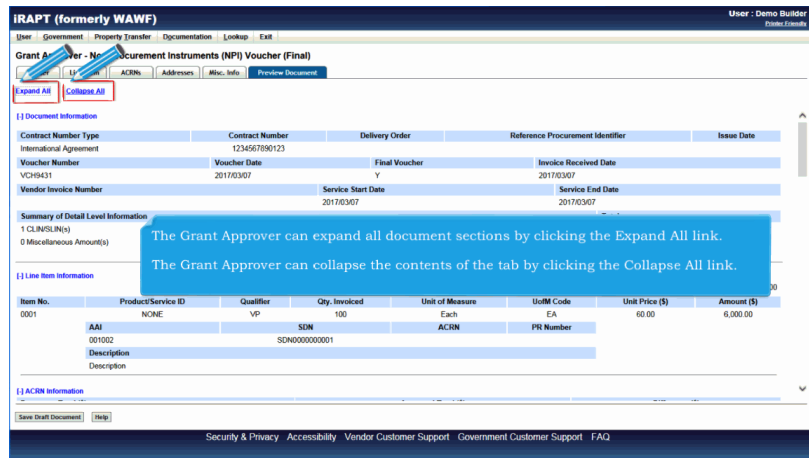


The Grant Approver can navigate to the Preview Document page by clicking the Preview Document tab.



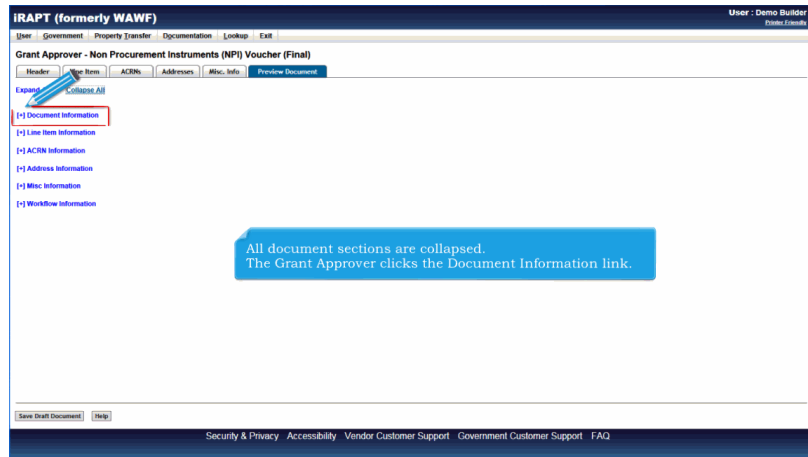


The Preview Document page is displayed.  
 The Grant Approver can scroll the contents of the tab to review the document.

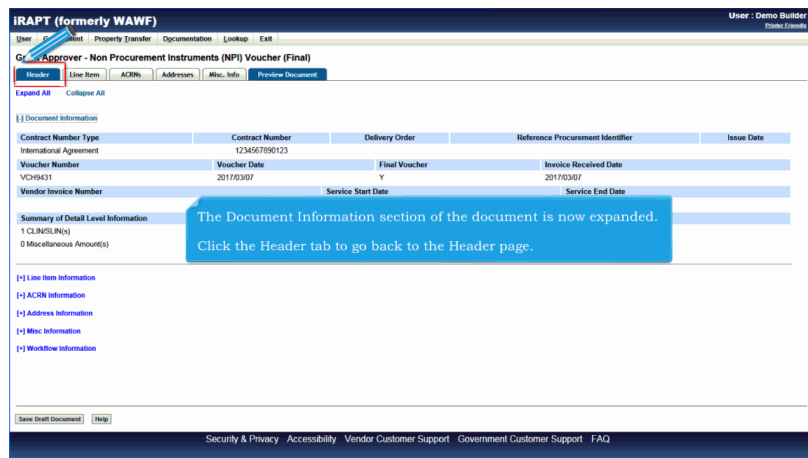


The Grant Approver can expand all document sections by clicking the Expand All link.

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



All document sections are collapsed.  
The Grant Approver clicks the Document Information link.



The Document Information section of the document is now expanded.

Click the Header tab to go back to the Header page.

**IRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Contract Number Type: International Agreement  
 Contract Number: 1234567890123  
 Delivery Order: Y  
 Reference Procurement Identifier: 20170307  
 Issue Date: 20170307

Voucher Number: VCH9431  
 Voucher Date: 20170307  
 Final Voucher: Y  
 Invoice Received Date: 20170307

Vendor Invoice Number: 20170307  
 Service Start Date: 20170307  
 Service End Date: 20170307

Summary of Detail Level Information  
 1 CLIN(SLN(s))  
 0 Miscellaneous Amount(s)

Routing Information

Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN SYSTEMS CORPORATION
Pay Official	H02048		DFAS ROMIE
Admin	FLM417		FLM417 F SOCS SOCS ATTN BECD
Grant Approver	S0512A		DCMA LOS ANGELES

Contractor Certification  
 In submitting this request for payment to the Government, I certify to the best of my knowledge and belief that the data in this request are correct and all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date: 2017/03/07  
 Signature of Contractor Representative: Demo Builder

\*\* Required Fields  
**ACTION BY: S0512A\***

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To submit the approval, the Grant Approver must scroll down to the bottom of the Header page to access the ACTION BY section.

**IRAPT (formerly WAWF)** User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Summary of Detail Level Information  
 1 CLIN(SLN(s)) \$ 6,000.00  
 0 Miscellaneous Amount(s) \$ 0.00  
 Document Total: \$ 6,000.00

Routing Information

Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN SYSTEMS CORPORATION

Contractor Certification  
 In submitting this request for payment to the Government, I certify to the best of my knowledge and belief that the data in this request are correct and all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date: 2017/03/07  
 Signature of Contractor Representative: Demo Builder

\*\* Required Fields  
**ACTION BY: S0512A\***

Signature and Certify  
 I Agree and Certify  
 **Reject to Initiator**

Signature Date: \_\_\_\_\_  
 Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.  
 Signature: \_\_\_\_\_  
 Signature Of Authorized Government Representative

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

If the Grant Approver had decided to reject the voucher, a comment on the Misc. Info page would be mandatory.

IRAPT (formerly WAWF) User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Summary of Detail Level Information

1 CLIN(SLN)(s)	\$ 6,000.00	Total
0 Miscellaneous Amount(s)	\$ 0.00	
		Document Total: \$ 6,000.00

Routing Information

Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN SYSTEMS CORPORATION
Pay Official	HQ2043		DFAS ROME
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Grant Approver	S0512A		DCMA LOS ANGELES

Contractor Certification

In submitting this request for payment to the Government, I certify to the best of my knowledge and belief that the data in this request are correct and all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date: 2017/03/07

Signature of Contractor Representative: Demo Builder

Required Fields: ACTION BY: S0512A \*

Approve and Certify

Reject to Initiator

Signature Date: [ ]

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

Signature of Authorized Government Representative: [ ]

Buttons: Submit, Save Draft Document, Previous, Help

Footer: Security & Privacy, Accessibility, Vendor Customer Support, Government Customer Support, FAQ

The Grant Approver selects the "Approve and Certify" checkbox.

IRAPT (formerly WAWF) User: Demo Builder

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Vendor Invoice Number: VCH9431

Service Start Date: 2017/03/07

Service End Date: 2017/03/07

Summary of Detail Level Information

1 CLIN(SLN)(s)	\$ 6,000.00	Total
0 Miscellaneous Amount(s)	\$ 0.00	
		Document Total: \$ 6,000.00

Routing Information

Role	Location Code	Extension	Name
Payee	06481		NORTHROP GRUMMAN SYSTEMS CORPORATION
Pay Official	HQ2043		DFAS ROME
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Grant Approver	S0512A		DCMA LOS ANGELES

Contractor Certification

In submitting this request for payment to the Government, I certify to the best of my knowledge and belief that the data in this request are correct and all outlays were made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date: 2017/03/07

Signature of Contractor Representative: Demo Builder

Required Fields: ACTION BY: S0512A \*

Approve and Certify

Reject to Initiator

Signature Date: [ ]

Pursuant to authority vested in me, I certify that this voucher is correct and proper for payment.

Signature of Authorized Government Representative: [ ]

Buttons: Submit, Save Draft Document, Previous, Help

Footer: Security & Privacy, Accessibility, Vendor Customer Support, Government Customer Support, FAQ

Enter the Signature Date using the calendar feature.

IRAPT (formerly WAWF) User: Demo Builder

User Government Property Transfer Documentation Lookup Exit

Grant Approver - Non Procurement Instruments (NPI) Voucher (Final)

Vendor Invoice Number: VCH9431 | Service Start Date: 2017/03/07 | Service End Date: 2017/03/07

Summary of Detail Level Information	Total
1 CLIN(SLN)(s)	\$ 6,000.00
0 Miscellaneous Amount(s)	\$ 0.00
<b>Document Total:</b>	<b>\$ 6,000.00</b>

Routing Information	Location Code	Extension	Name
Role	06461		NORTHROP GRUMMAN SYSTEMS CORPORATION
Payee	H20248		DFAS ROME
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Grant Approver	S0512A		DCMA LOS ANGELES

**Contractor Certification**  
In submitting this request for payment to the Government, I certify that payment is due and has not been previously requested.

Signature Date: 2017/03/07

Approve and Certify  
 Reject to Initiator

**Signature** button highlighted with a red box and a blue callout box: "The Grant Approver clicks the Signature button."

The Grant Approver clicks the Signature button.

IRAPT (formerly WAWF) User: Demo Builder

User Government Property Transfer Documentation Lookup Exit

**WAWF Password Confirmation**

User ID: demo-buildergood

Password \*

Submit Without Preview:

**The Password Confirmation page is displayed.**

Next Previous Help

The Password Confirmation page is displayed.

IRAPT (formerly WAWF) User: Demo Builder  
User Government Property Transfer Documentation Lookup Exit

WAWF Password Confirmation

User ID demo\bulldogprod  
Password \*  
Submit Without Preview

The Grant Approver enters a password and clicks the Next button to continue.

Next Previous Home

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Grant Approver enters a password and clicks the Next button to continue.

IRAPT (formerly WAWF) User: Demo Builder  
User Government Property Transfer Documentation Lookup Exit

Success

The Non Procurement Instruments (NPI) Voucher (Final) was successfully approved. It has been processed via EDI.

Contract Number	Delivery Order	Voucher Number
1234567890123	456789	VCH9431

Email to Vendor: colson@acc.com  
Email to Pay Official: wawf-test@acc.com

Send Additional Email Notifications

Wed Mar 08 09:06:00 EST 2017

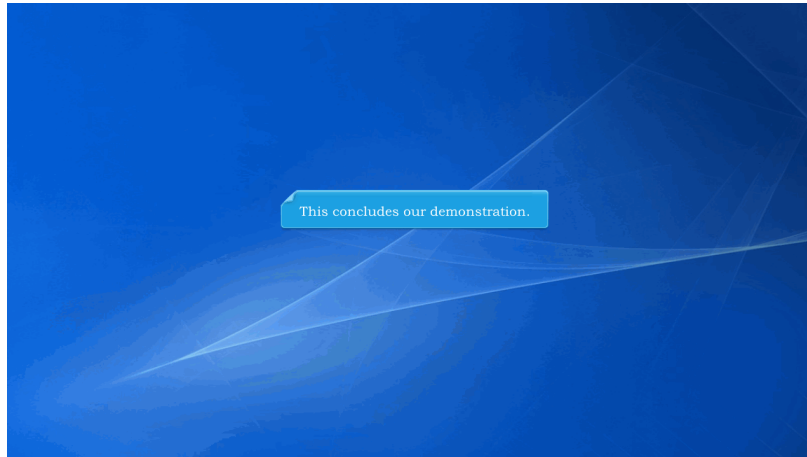
The Success page is displayed with Email, FTP and EDI notifications as applicable. The Grant Approver may send more email notifications by clicking the Send Additional Email Notifications link.

Return

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Success page is displayed with Email, FTP and EDI notifications as applicable.

The Grant Approver may send more email notifications by clicking the Send Additional Email Notifications link.



This concludes our demonstration.