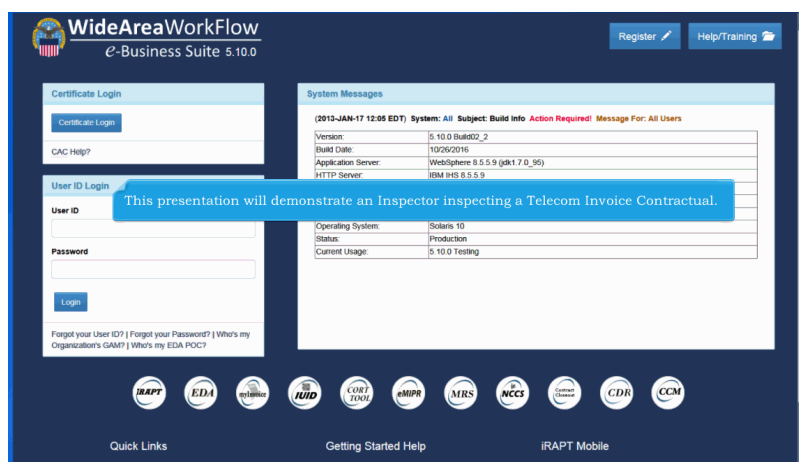
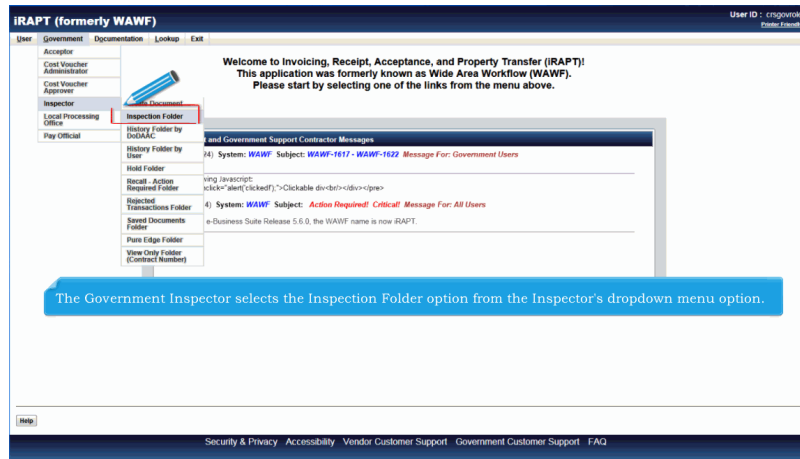


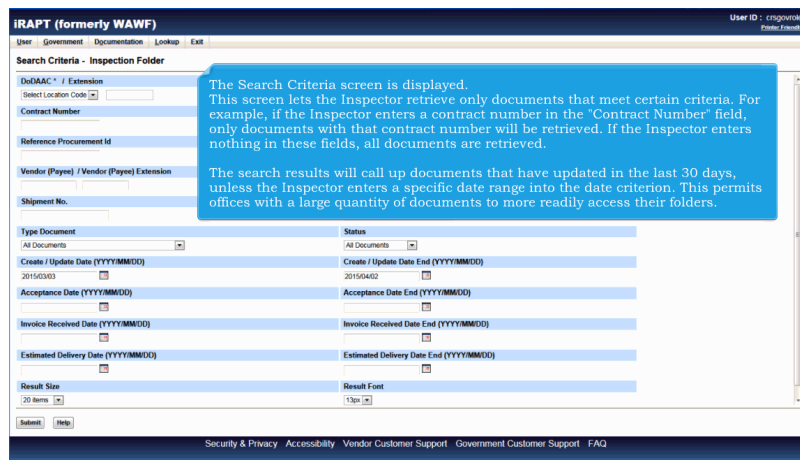
Welcome to Wide Area Workflow e-Business Suite.
This demonstration contains audio narrative. Please adjust your volume accordingly.



This presentation will demonstrate an Inspector inspecting a Telecom Invoice Contractual.



The Government Inspector selects the Inspection Folder option from the Inspector's dropdown menu option.



The Search Criteria screen is displayed.

This screen lets the Inspector retrieve only documents that meet certain criteria. For example, if the Inspector enters a contract number in the "Contract Number" field, only documents with that contract number will be retrieved. If the Inspector enters nothing in these fields, all documents are retrieved.

The search results will call up documents that have updated in the last 30 days, unless the Inspector enters a specific date range into the date criterion. This permits offices with a large quantity of documents to more readily access their folders.

IRAPT (formerly WAWF) User ID: csgn000000
User: [Name] Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
Select Location Code
80512A
80512B
80512C
80512D
80512E
80512F
80512G
80512H
80512I
80512J
80512K
80512L
80512M
80512N
80512O
80512P
80512Q
80512R
80512S
80512T
80512U
80512V
80512W
80512X
80512Y
80512Z

Delivery Order

Vendor (Payee) / Vendor (Payee) Extension Ship From / Ship From Extension

Shipment No.

Type Document
All Documents

Create / Update Date (YYYYMMDD) Create / Update Date End (YYYYMMDD)
20150303 20150402

Acceptance Date (YYYYMMDD) Acceptance Date End (YYYYMMDD)

Invoice Received Date (YYYYMMDD) Invoice Received Date End (YYYYMMDD)

Estimated Delivery Date (YYYYMMDD) Estimated Delivery Date End (YYYYMMDD)

Result Size
20 items

Result Font
13pt

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The only required field on the Search Criteria page is the DoDAAC field.

IRAPT (formerly WAWF) User ID: csgn000000
User: [Name] Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
Select Location Code
80512A
80512B
80512C
80512D
80512E
80512F
80512G
80512H
80512I
80512J
80512K
80512L
80512M
80512N
80512O
80512P
80512Q
80512R
80512S
80512T
80512U
80512V
80512W
80512X
80512Y
80512Z

Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension Ship From / Ship From Extension

Shipment No. Invoice Number

Type Document
All Documents

Create / Update Date (YYYYMMDD) Create / Update Date End (YYYYMMDD)
20150303 20150402

Acceptance Date (YYYYMMDD) Acceptance Date End (YYYYMMDD)

Invoice Received Date (YYYYMMDD) Invoice Received Date End (YYYYMMDD)

Estimated Delivery Date (YYYYMMDD) Estimated Delivery Date End (YYYYMMDD)

Result Size
20 items

Result Font
13pt

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector must select a Location Code from the drop-down list to retrieve any document.

IRAPT (formerly WAWF)

User ID: csgovrole
Printer Friendly

User Government Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
S0512A

Contract Number Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension Ship From / Ship From Extension

Shipment No.

Type Document
All Documents

Create / Update Date (YYYYMMDD)
20150303

Acceptance Date (YYYYMMDD)

Invoice Received Date (YYYYMMDD)

Estimated Delivery Date (YYYYMMDD)

Result Size
20 Items

Result Font
13pt

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The calendar feature allows the Inspector to retrieve documents with specific date criteria. The Inspector can either enter the date by typing the year first, then the month and day (Year/Month/Day), or click on the date from the pop-up calendar feature.

IRAPT (formerly WAWF)

User ID: csgovrole
Printer Friendly

User Government Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
S0512A

Contract Number Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension

Shipment No. Invoice Number

Type Document
All Documents

Status
All Documents

Create / Update Date (YYYYMMDD)
20150303

Create / Update Date End (YYYYMMDD)
20150402

Acceptance Date (YYYYMMDD)
20150303

Acceptance Date End (YYYYMMDD)

Invoice Received Date (YYYYMMDD)
20150303

Invoice Received Date End (YYYYMMDD)

Estimated Delivery Date (YYYYMMDD)
20150303

Estimated Delivery Date End (YYYYMMDD)

Result Size
20 Items

Result Font
13pt

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

When the Inspector clicks the calendar icon, the calendar appears.

The Inspector clicks on the date from the pop-up calendar feature.

IRAPT (formerly WAWF) User ID : csgn0v006
User Government Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
S0512A

Contract Number Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor

Shipment No. Invoice Number

Type Document Status
All Documents

Create / Update Date (YYYYMMDD) 20150402

Acceptance Date (YYYYMMDD)

Invoice Received Date (YYYYMMDD)

Estimated Delivery Date (YYYYMMDD)

Result Size Result Font
20 items 13pt

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The calendar feature disappears, and the date the Inspector has chosen appears in the field.

IRAPT (formerly WAWF) User ID : csgn0v006
User Government Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
S0512A

Contract Number

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension Ship From / Ship From Extension

Shipment No. Invoice Number

Type Document Status
All Documents

Create / Update Date (YYYYMMDD) 20150402

Acceptance Date (YYYYMMDD)

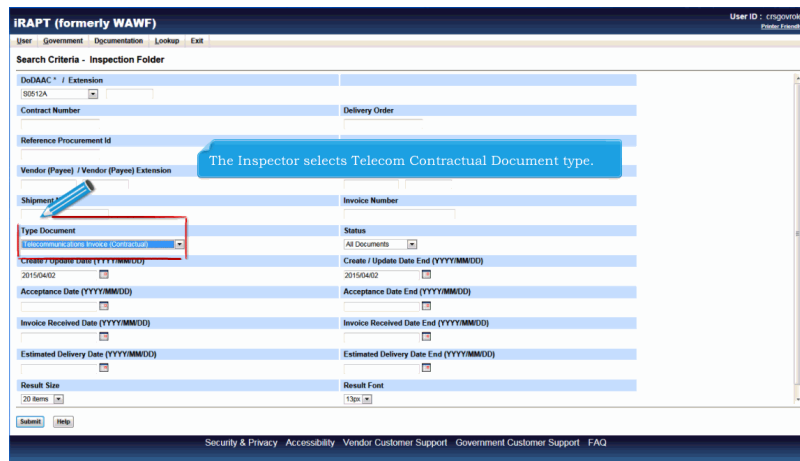
Invoice Received Date (YYYYMMDD)

Estimated Delivery Date (YYYYMMDD)

Result Font
13pt

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector can use the Type Document drop down list to choose to display only one document type on the Results page.



IRAPT (formerly WAWF) User ID : csgn090406
User Government Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
S0512A

Contract Number Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension

Shipment

Type Document
Telecommunications Invoice (Contractual)

Create / Update Date (YYYYMMDD)
20150402

Acceptance Date (YYYYMMDD)

Invoice Received Date (YYYYMMDD)

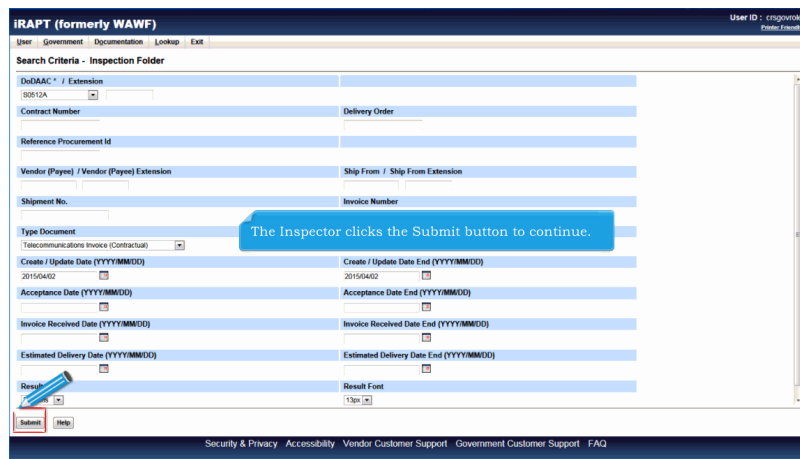
Estimated Delivery Date (YYYYMMDD)

Result Size
20 items

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector selects Telecom Contractual Document type.



IRAPT (formerly WAWF) User ID : csgn090406
User Government Documentation Lookup Exit

Search Criteria - Inspection Folder

DoDAAC * / Extension
S0512A

Contract Number Delivery Order

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension Ship From / Ship From Extension

Shipment No. Invoice Number

Type Document
Telecommunications Invoice (Contractual)

Create / Update Date (YYYYMMDD)
20150402

Acceptance Date (YYYYMMDD)

Invoice Received Date (YYYYMMDD)

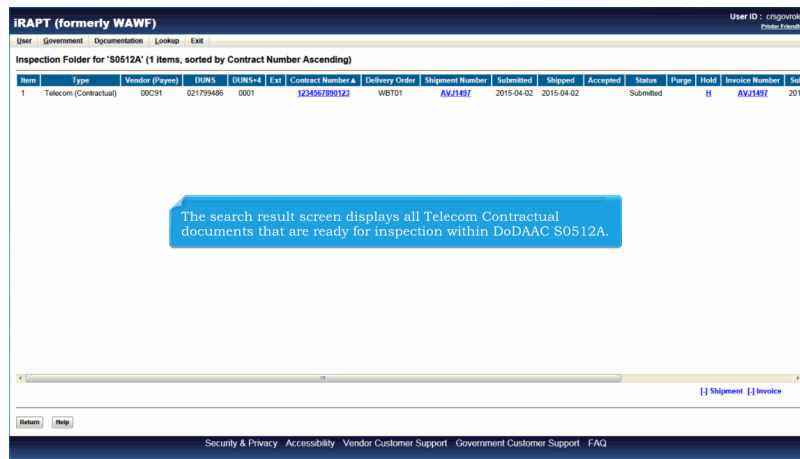
Estimated Delivery Date (YYYYMMDD)

Result Size
20 items

Submit Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector clicks the Submit button to continue.



IRAPT (formerly WAWF) User ID: csgovrole
Printer Friendly

User Government Documentation Lookup Exit

Inspection Folder for 'S0512A' (1 items, sorted by Contract Number Ascending)

Item	Type	Vendor (Payee)	DUNS	DUNS-4	Ext	Contract Number A	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status	Charge	Hold	Invoice Number	Sub
1	Telecom (Contractual)	00C91	021799486	0001		3234567890123	WBT01	AVJ149Z	2015-04-02	2015-04-02		Submitted		H	AVJ149Z	2011

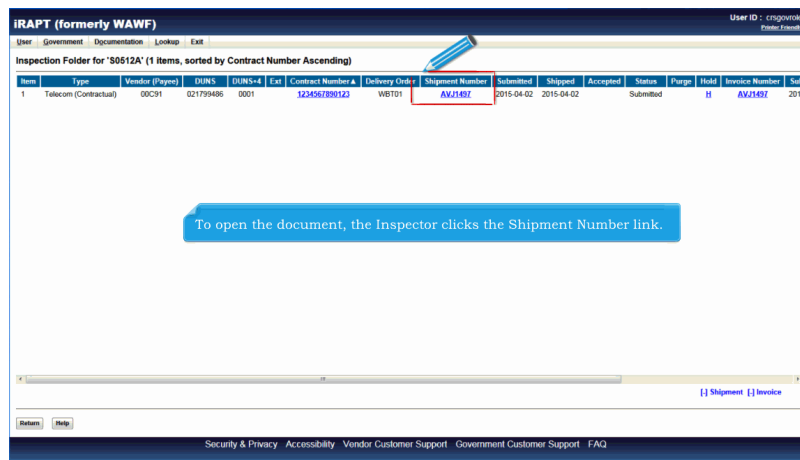
The search result screen displays all Telecom Contractual documents that are ready for inspection within DoDAAC S0512A.

{} Shipment {} Invoice

Return Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The search result screen displays all Telecom Contractual documents that are ready for inspection within DoDAAC S0512A.



IRAPT (formerly WAWF) User ID: csgovrole
Printer Friendly

User Government Documentation Lookup Exit

Inspection Folder for 'S0512A' (1 items, sorted by Contract Number Ascending)

Item	Type	Vendor (Payee)	DUNS	DUNS-4	Ext	Contract Number A	Delivery Order	Shipment Number	Submitted	Shipped	Accepted	Status	Charge	Hold	Invoice Number	Sub
1	Telecom (Contractual)	00C91	021799486	0001		3234567890123	WBT01	AVJ149Z	2015-04-02	2015-04-02		Submitted		H	AVJ149Z	2011

To open the document, the Inspector clicks the Shipment Number link.

{} Shipment {} Invoice

Return Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To open the document, the Inspector clicks the Shipment Number link.

IRAPT (formerly WAWF)

User ID: csgovrole
Printer Friendly

User: Gov | Documentation | Lookup | Exit

Inspector - Telecom Invoice (Contractual)

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

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
International Agreement	1234567890123	WBTD1		
Invoice Number	Invoice Date	Final Bill	Invoice Received Date	
AVJ1497	20150402	N	20150402	
Discounts				
1.89% 65 Days				
Summary of Detail Level Information				Total
2 CLINSLN				
1 Miscel				
When the Inspector has opened the Telecom Invoice (Contractual), the following tabs should be displayed: Header, Line Item, Addresses, Misc. Info, and Preview Document				
Shipment				
AVJ1497 20150402				
Routing Information				
Role	Location Code	Extension	Name	
Payee	00C91		EXCELLENCE LEARNING CORPORATION	
Pay Official	HQ0240		DFAS ROME	
Inspect By	S0512A		DCMA LOS ANGELES	
Accepter	FU4417		FU4417 1 SOCS SOCS ATTN BECO	
* = Required Fields				
ACTION BY: S0512A *				
<input type="checkbox"/> Recommend Approval <input type="checkbox"/> Recommend Reduced Amount <input type="checkbox"/> Recommend Rejection				
Inspection Date YYYYMMDD				
<input type="button" value="Submit"/> <input type="button" value="Save Draft Document"/> <input type="button" value="Previous"/> <input type="button" value="Help"/>				

When the Inspector has opened the Telecom Invoice (Contractual), the following tabs should be displayed: Header, Line Item, Addresses, Misc. Info, and Preview Document

IRAPT (formerly WAWF)

User ID: csgovrole
Printer Friendly

User: Government | Documentation | Lookup | Exit

Inspector - Telecom Invoice (Contractual)

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

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
International Agreement	1234567890123	WBTD1		
Invoice Number	Invoice Date	Final Bill	Invoice Received Date	
AVJ1497	20150402	N	20150402	
Discounts				
1.89% 65 Days				
Summary of Detail Level Info				Total
2 CLINSLN(s)				\$ 864,500.75
1 Miscellaneous Amount(s)				\$ -101.69
				\$ 864,399.06
Shipment Number				
AVJ1497 20150402				
Routing Information				
Role	Location Code	Extension	Name	
Payee	00C91		EXCELLENCE LEARNING CORPORATION	
Pay Official	HQ0240		DFAS ROME	
Inspect By	S0512A		DCMA LOS ANGELES	
Accepter	FU4417		FU4417 1 SOCS SOCS ATTN BECO	
* = Required Fields				
ACTION BY: S0512A *				
<input type="radio"/> Recommend Approval <input type="radio"/> Recommend Reduced Amount <input type="radio"/> Recommend Rejection				
Inspection Date YYYYMMDD				
<input type="button" value="Submit"/> <input type="button" value="Save Draft Document"/> <input type="button" value="Previous"/> <input type="button" value="Help"/>				

The Inspector scrolls down to the bottom of the Header page.
The following actions are available for the Inspector:
Recommend Approval, Recommend Reduced Amount, and Recommend Rejection

The Inspector will return to the Header page later to submit the approval in the Action By: DoDAAC section.

IRAPT (formerly WAWF) User ID: csgovrole

User Government Documentation Lookup Exit

Inspector - Telecom Invoice (Contractual)

Header Line Item Address Misc. Info Preview Document

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
International Agreement	1234567890123	WBTD1		

Invoice Number	Invoice Date	Final Bill	Invoice Received Date
AVJ1497	20150402	N	20150402

Discounts

Discounts
1 89% 65 Days

Summary of Detail Level Information

	Total
2 CLIN(SLN(s))	\$ 864,500.75
1 Miscellaneous Amount(s)	\$ -101.69
Document Total:	\$ 864,399.06

Shipment Number AVJ1497 Shipment Date 20150402

Routing Information

Role	Location Code	Extension	Name
Payee	00C31		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ2040		DFAS ROME
Inspect By	S0512A		DCMA LOS ANGELES
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO

ACTION BY: S0512A *

Recommend Approval ☐ Inspection Date YYYYMMDD

Recommend Reduced Amount ☐

Recommend Rejection ☐

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Save Draft Document button is available on every page. The Inspector 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.

IRAPT (formerly WAWF) User ID: csgovrole

User Government Documentation Lookup Exit

Inspector - Telecom Invoice (Contractual)

Header Line Item Address Misc. Info Preview Document

Contract Number Type	Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
International Agreement	1234567890123	WBTD1		

Invoice Number	Invoice Date	Final Bill	Invoice Received Date
AVJ1497	20150402	N	20150402

Discounts

Discounts
1 89% 65 Days

Summary of Detail Level Information

	Total
2 CLIN(SLN(s))	\$ 864,500.75
1 Miscellaneous Amount(s)	\$ -101.69
Document Total:	\$ 864,399.06

Shipment Number AVJ1497 Shipment Date 20150402

Routing Information

Role	Location Code	Extension	Name
Payee	00C31		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ2040		DFAS ROME
Inspect By	S0512A		DCMA LOS ANGELES
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO

ACTION BY: S0512A *

Recommend Approval ☐ Inspection Date YYYYMMDD

Recommend Reduced Amount ☐

Recommend Rejection ☐

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector navigates to the Line Item page by clicking the 'Line Item' tab.

IRAPT (formerly WAWF) User ID: csgovrole
Inspector - Telecom Invoice (Contractual)

Contract Number: 1234567890123 Delivery Order: WB101 Reference Procurement Identifier: AV1497 Shipment Number: 20150402 Invoice Number: AV1497 Invoice Date: 20150402

Requested Total: \$ 864,500.75 Approved Total: \$ 5,120,000.00

Item No.	Unit Price (\$)	Unit of Measure	UnitM Code	Type	Qty. Invoiced	Total Price (\$)
0001	3,589.95	Each	EA		185	664,140.75
		PR Number	ACRN	SDN	Qty. Approved *	AAI
					185	033189
Description: RP1ND00000000000123						
Line Item description:						
0002	200.36	Each	EA		1,000	200,360.00
		PR Number	ACRN	SDN	Qty. Approved *	AAI
					1,000	033189
Description: RP1ND00000000000123						
Line Item description:						
FB10						Amount (\$)
						-101.69

The Line Item page is displayed.
The system permits the Inspector to add or modify the ACRN (Accounting Classification Reference Number), the SDN (Standard Document Number), and the AAI (Agency Accounting Identifier) for each line item if this is required for the inspection.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Line Item page is displayed.

The system permits the Inspector to add or modify the ACRN (Accounting Classification Reference Number), the SDN (Standard Document Number), and the AAI (Agency Accounting Identifier) for each line item if this is required for the inspection.

IRAPT (formerly WAWF) User ID: csgovrole
Inspector - Telecom Invoice (Contractual)

Contract Number: 1234567890123 Delivery Order: WB101 Reference Procurement Identifier: AV1497 Shipment Number: 20150402 Invoice Number: AV1497 Invoice Date: 20150402

Requested Total: \$ 864,500.75 Approved Total: \$ 5,120,000.00

Item No.	Unit Price (\$)	Unit of Measure	UnitM Code	Type	Qty. Invoiced	Total Price (\$)
0001	3,589.95	Each	EA		185	664,140.75
		PR Number	ACRN	SDN	Qty. Approved *	AAI
					185	033189
Description: RP1ND00000000000123						
Line Item description:						
0002	200.36	Each	EA		1,000	200,360.00
		PR Number	ACRN	SDN	Qty. Approved *	AAI
					1,000	033189
Description: RP1ND00000000000123						
Line Item description:						
FB10						Amount (\$)
						-101.69

Quantity Approved for all Line Item(s) is mandatory for inspection.
The system populates the Qty. Approved with the Qty. Invoiced.
The Inspector is allowed the modification of the Qty. Approved.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Quantity Approved for all Line Item(s) is mandatory for inspection.

The system populates the Qty. Approved with the Qty. Invoiced.

The Inspector is allowed the modification of the Qty. Approved.

IRAPT (formerly WAWF) User ID: csgnvw06
Inspector - Telecom Invoice (Contractual)

Contract Number: 1234567890123 Delivery Order: WBTD1 Reference Procurement Identifier: AVJ1497 Shipment Number: 20150402 Invoice Number: AVJ1497 Invoice Date: 20150402

Requested Total: \$ 864,500.75 Approved Total: \$ 5,120.00

Item No.	Unit Price (\$)	Unit of Measure	UnitM Code	Type	Qty. Invoiced	Total Price (\$)
0001	3,589.95	Each	EA		185	664,140.75
	PR Number	ACRN	SDN	Qty. Approved *	AAI	Approved Amount (\$)
		A1	SDN00000000123	185	033189	664,140.75
Description Line item description:						
0002	200.36	Each	EA		1,000	200,360.00
	PR Number	ACRN	SDN	Qty. Approved *	AAI	Approved Amount (\$)
		A2	SDN00000000123	1,000	033189	200,360.00
Description Line item description:						
F810					Unit Price (\$)	Amount (\$)
					101.69	-101.69
Description PROMOTIONAL DISCOUNT ALLOWANCE						

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector modifies the ACRN.

IRAPT (formerly WAWF) User ID: csgnvw06
Inspector - Telecom Invoice (Contractual)

Contract Number: 1234567890123 Delivery Order: WBTD1 Reference Procurement Identifier: AVJ1497 Shipment Number: 20150402 Invoice Number: AVJ1497 Invoice Date: 20150402

Requested Total: \$ 864,500.75 Approved Total: \$ 5,120.00

Item No.	Unit Price (\$)	Unit of Measure	UnitM Code	Type	Qty. Invoiced	Total Price (\$)
0001	3,589.95	Each	EA		185	664,140.75
	PR Number	ACRN	SDN	Qty. Approved *	AAI	Approved Amount (\$)
		A1	SDN00000000123	185	033189	664,140.75
Description Line item description:						
0002	200.36	Each	EA		1,000	200,360.00
	PR Number	ACRN	SDN	Qty. Approved *	AAI	Approved Amount (\$)
		B2	SDN00000000123	1,000	033189	200,360.00
Description Line item description:						
F810					Unit Price (\$)	Amount (\$)
					101.69	-101.69
Description PROMOTIONAL DISCOUNT ALLOWANCE						

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The ACRN is changed from 'A2' to 'B2'.

Qty No.	Unit Price (\$)	Amount (\$)
0	101.69	-101.69
Description		
PROMOTIONAL DISCOUNT ALLOWANCE		

The Addresses page is displayed.
DoDAACs that are not permitted to be edited will have all information displayed as read only.

City: _____ State: _____ Zip Code: _____
 Country: _____ Military Location Designation: _____

IRAPT (formerly WAWF) User ID: csgn00000
Inspector - Telecom Invoice (Contractual)

Header | Line Item | Address | Misc. Info | Preview Document

Telecom Control Number: 1234567890123 Invoice Number: RVJ1497 Invoice Date: 2015/04/02 Shipment Number: RVJ1497 Shipment Date: 2015/04/02

Change DoDAACs

Payee
CAGE: 00091
EXCELLENCE LEARNING CORPORATION
2 LOWER RAGSDALE DR STE 200
MONTEREY
CA 93940
USA

Pay Official DoDAAC: HQ0248

* Activity Name 1: DFAB ROME
Activity Name 2:
Activity Name 3:
Address 1: 325 BROOKS RD VPRAY NAVY
Address 2: ROME NY 13441-4527
Address 3:
Address 4: ROME NY 13441-4527
City:
Country:
Military Location Description:
State:
Zip Code:

Inspect By: P. D. B. A. P. - 0001-13A

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

DoDAACs that are permitted to be edited will first be displayed with their address information in text entry boxes while the DoDAAC/Ext. will remain read only.

IRAPT (formerly WAWF) User ID: csgn00000
Inspector - Telecom Invoice (Contractual)

Header | Line Item | Address | Misc. Info | Preview Document

Telecom Control Number: 1234567890123 Invoice Number: RVJ1497 Invoice Date: 2015/04/02 Shipment Number: RVJ1497 Shipment Date: 2015/04/02

Change DoDAACs

Payee
CAGE: 00091
EXCELLENCE LEARNING CORPORATION
2 LOWER RAGSDALE DR STE 200
MONTEREY
CA 93940
USA

Pay Official DoDAAC: HQ0248

* Activity Name 1: DFAB ROME
Activity Name 2:
Activity Name 3:
Address 1: 325 BROOKS RD VPRAY NAVY
Address 2: ROME NY 13441-4527
Address 3:
Address 4: ROME NY 13441-4527
City:
Country:
Military Location Description:
State:
Zip Code:

Inspect By: P. D. B. A. P. - 0001-13A

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To modify or enter a DoDAAC/Ext, the Inspector clicks the 'Change DoDAACs' link.

IRAPT (formerly WAWF) User ID: csgovrole

User Government Documentation Lookup Exit

Inspector - Telecom Invoice (Contractual)

Header Line Item Address Misc. Info Preview Document

Telecom Control Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
1234567890123	AVJ1497	2015/04/02	AVJ1497	2015/04/02

Save DoDAACs

Administered By DoDAAC LPO DoDAAC / Ext. Payment DoDAAC Issue By DoDAAC

Payee
CAGE : 00C91
EXCELLENCE LEARNING CORPORATION
2 LOWER RAGSDALE DR STE 200
MONTEREY
USA CA 93940

Pay Official
DoDAAC : HQ0248

Fields for Administered By DoDAAC, LPO DoDAAC/Ext., Payment DoDAAC, and Issue By DoDAAC become available.

ROME NY 13441-4527

Inspect By
DoDAAC : S0512A
DOMA LOS ANGELES
16111 FLUMMER STREET
BLDG 10 2ND FLOOR
NORTH HILLS CA 91343-2036

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Fields for Administered By DoDAAC, LPO DoDAAC/Ext., Payment DoDAAC, and Issue By DoDAAC become available.

IRAPT (formerly WAWF) User ID: csgovrole

User Government Documentation Lookup Exit

Inspector - Telecom Invoice (Contractual)

Header Line Item Address Misc. Info Preview Document

Telecom Control Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
1234567890123	AVJ1497	2015/04/02	AVJ1497	2015/04/02

Save DoDAACs

Administered By DoDAAC LPO DoDAAC / Ext. Payment DoDAAC Issue By DoDAAC

Payee
CAGE : 00C91
EXCELLENCE LEARNING CORPORATION
2 LOWER RAGSDALE DR STE 200
MONTEREY
USA CA 93940

Pay Official
DoDAAC : HQ0248

The Inspector modifies the Administered By DoDAAC.

ROME NY 13441-4527

Inspect By
DoDAAC : S0512A
DOMA LOS ANGELES
16111 FLUMMER STREET
BLDG 10 2ND FLOOR
NORTH HILLS CA 91343-2036

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector modifies the Administered By DoDAAC.

IRAPT (formerly WAWF) User ID : csgovrole
Inspector - Telecom Invoice (Contractual)

Header Use Item Addresses Misc. Info Preview Document

Telecom Invoice Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
127-000123	AVJ1497	2015/04/02	AVJ1497	2015/04/02

Save DoDAACs

Administered By DoDAAC: FU4417 LPO DoDAAC / Ext. Payment DoDAAC: HQ0248 Issued By DoDAAC:

Payee
CAGE : 00C91
EXCELLENCE LEARNING CORPORATION
2 LOWER RAGSDALE DR STE 200
MONTEREY CA 93940
USA

Pay Official
DoDAAC : HQ0248
DFAS ROME
325 BROOKS RD VPAY NAVY
ROME NY 13441-4527
ROME NY 13441-4527

Inspect By
DoDAAC : S0512A
DOMA LOS ANGELES
16111 FLUMMER STREET
BLDG 10 2ND FLOOR
NORTH HILLS CA 91343-2036

Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

After changing the Administered By DoDAAC, the Inspector clicks the 'Save DoDAACs' link.

IRAPT (formerly WAWF) User ID : csgovrole
Inspector - Telecom Invoice (Contractual)

Header Use Item Addresses Misc. Info Preview Document

Telecom Invoice Number	Invoice Number	Invoice Date	Shipment Number	Shipment Date
127-000123	AVJ1497	2015/04/02	AVJ1497	2015/04/02

Change DoDAACs

Administered By DoDAAC: HQ0248

Payee
CAGE : 00C91
EXCELLENCE LEARNING CORPORATION
2 LOWER RAGSDALE DR STE 200
MONTEREY CA 93940
USA

Pay Official
DoDAAC : HQ0248
Activity Name 1: DFAS ROME
Activity Name 2:
Activity Name 3:
Address 1: 325 BROOKS RD VPAY NAVY
Address 2: ROME NY 13441-4527
Address 3:
Address 4: ROME NY 13441-4527

Inspect By
DoDAAC : S0512A

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

After clicking the 'Save DoDAACs' link, the address fields become editable again. The DoDAAC/Ext. becomes read only again and the 'Save DoDAACs' link is replaced with the 'Change DoDAAC' link.

IRAPT (formerly WAWF)

User ID: csg09v006
Inspector

Inspector - Telecom Invoice (Contractual)

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

Contract Number	Delivery Order	Reference Procurement Identifier	Shipment Number	Shipment Date	Invoice Number	Invoice Date
1234567890123	WB101		AVJ1497	2015/04/02	AVJ1497	2015/04/02

Change DoDAACs

Payee
CAGE CODE: 00000000
EXCELLENCE
2 LOWER
MONTEREY
USA

Pay Official DoDAAC: HQ0248

* Activity Name 1: DFAB ROME
Activity Name 2:
Activity Name 3:
Address 1: 325 BROOKS RD VPRAY NAVY
Address 2: ROME NY 13441-4527
Address 3:
Address 4: ROME NY 13441-4527
City: State: Zip Code:
Country: Military Location Description:

Inspect By
P. J. H. A. P. - 01/01/14

Save Draft Document | Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The address information for the updated DoDAAC is populated.

After updating the Addresses information, the Inspector navigates to the Miscellaneous Information page.

IRAPT (formerly WAWF)

User ID: csg09v006
Inspector

Inspector - Telecom Invoice (Contractual)

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

Contract Number	Delivery Order	Reference Procurement Identifier	Shipment Number	Shipment Date	Invoice Number	Invoice Date
1234567890123	WB101		AVJ1497	2015/04/02	AVJ1497	2015/04/02

Initiator

Name: carla mcgarvia Date of Action / RDO: 2015/04/02 09:28 EDT / 2015/04/02 Phone #: 0000000 DSN: 0000000
Email: csmgarvia@caci.com Title: qas Action(s): [Submitted, Web, Stand Alone]
Org Email: wawf@caci.com
Attachments: Document.docx View Attachment
Comments: Comments for invoice

Inspector

Name: rs@gmail.com Document Specialist
Org Email: wawf@caci.com
Attachments: Add Attachments
Comments:

Save Draft Document | Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Miscellaneous Information found on this page includes the contact information, and the Vendor's comments. The Inspector has the ability to view Vendor attachments, and add attachments and comments.

IRAPT (formerly WAWF) User ID: csgovrole
Inspector - Telecom Invoice (Contractual)

Header: Line Item Address Misc. Info Preview Document

cmgarva@caci.com [Submitted, Web, Stand Alone]

Org Email: wawf@caci.com

Attachments: Document.docx View Attachment

Comments: Comments for invoice.

Inspector

Name:	Date of Action:	Phone #:	DSN:
R Scott	20150402 1016 EDT	000-000-0000	
Email:		Title:	Action(s):
rs@gmail.com		Document Specialist	
Org Email:			
wawf@caci.com			
Attachments:			
Comments:			

Add Attachments

To add an attachment, the Inspector clicks the Add Attachments link.

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To add an attachment, the Inspector clicks the Add Attachments link.

IRAPT (formerly WAWF) User ID: csgovrole
Inspector - Telecom Invoice (Contractual)

Form - Attachments

WARNING: IRAPT is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.

There is an attachment size limit of 5MB, attachments over this size will be rejected.

Upload

The Attachments form page is displayed.
This page can be used to send file attachments.
Multiple attachments may be associated with a document. Only the user who attaches a file may delete it; all other users may extract a copy of the file to their local computer.

Upload Return Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Attachments form page is displayed.
This page can be used to send file attachments.
Multiple attachments may be associated with a document. Only the user who attaches a file may delete it; all other users may extract a copy of the file to their local computer.

IRAPT (formerly WAWF) User ID: csgovrole
Inspector - Telecom Invoice (Contractual)

Form - Attachments

WARNING: IRAPT is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.

There is an attachment size limit of 5MB, attachments over this size will be rejected.

To locate the file, the Inspector clicks the Browse button.

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To locate the file, the Inspector clicks the Browse button.

IRAPT (formerly WAWF) User ID: csgovrole
Inspector - Telecom Invoice (Contractual)

Form - Attachments

WARNING: IRAPT is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.

There is an attachment size limit of 5MB, attachments over this size will be rejected.

The file directory is now displayed in the Attachment field.

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The file directory is now displayed in the Attachment field.

IRAPT (formerly WAWF) User ID : csgovrole
Inspector - Telecom Invoice (Contractual)

Form - Attachments

WARNING: IRAPT is designated for Sensitive Unclassified information ONLY. Do NOT enter classified information in this system.

There is an attachment size limit of 5MB, attachments over this size will be rejected.

C:\Users\rescott\Desktop - Browse...

The Inspector clicks the 'Upload' button to continue.

Upload Return Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector clicks the 'Upload' button to continue.

IRAPT (formerly WAWF) User ID : csgovrole
Inspector - Telecom Invoice (Contractual)

Header Line Item Addresses Misc. Info Preview Document

The screen returns to the Miscellaneous Information page.
The file attachment is displayed in the Attachments section. The Inspector can click the 'View Attachment' link to view the file and click the 'Delete Attachment' link to remove the file from the document.
To add an additional attachment, the Inspector can click the 'Add Attachments' link and repeat the process.

Inspector

Name:	Date of Action:	Phone #:	OSN:
R Scott	2015/04/02 10:16 EDT	000-000-0000	
Email:		Title:	Action(s):
rsd@gmail.com		Document Specialist	
Org:			
WAWF			

Attachments:

Document.docx

View Attachment Delete Attachment

Comments:

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The screen returns to the Miscellaneous Information page.

The file attachment is displayed in the Attachments section. The Inspector can click the 'View Attachment' link to view the file and click the 'Delete Attachment' link to remove the file from the document.

To add an additional attachment, the Inspector can click the 'Add Attachments' link and repeat the process.

IRAPT (formerly WAWF) User ID : csgp00006
Inspector - Telecom Invoice (Contractual)

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

Org Email: cscgparvaig@cs.com [submitted, view, stand alone]

Attachments: Document.docx [View Attachment]

Comments: Comments for invoice

Inspector

Name: R Scott Date of Action: 2015/04/02 10:16 EDT Title: Document Specialist Action(s):

Email: rsd@gmail.com

Org Email: wawf@cs.com

Attachments: Document.docx [View Attachment] [Delete Attachment]

Comments: Inspector comments.

Save Draft Document [Help]

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector may add comments in the Comments field.

This is a conditional item if the document is being inspected. The system will require comments on Recommend Reduced Amount and Recommend Rejection.

IRAPT (formerly WAWF) User ID : csgp00006
Inspector - Telecom Invoice (Contractual)

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

Org Email: cscgparvaig@cs.com [submitted, view, stand alone]

Attachments: Document.docx [View Attachment]

Comments: Comments for invoice

Inspector

Name: R Scott Date of Action: 2015/04/02 10:16 EDT Title: Document Specialist Action(s):

Email: rsd@gmail.com

Org Email: wawf@cs.com

Attachments: Document.docx [View Attachment] [Delete Attachment]

Comments: Inspector comments.

Save Draft Document [Help]

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

To review the whole document, the Inspector navigates to the Preview Document page.

IRAPT (formerly WAWF) User ID : csgnvr006
Printer Friendly

User Government Documentation Lookup Exit

Inspector - Telecom Invoice (Contractual)

Header Line Item Addresses Misc. Info Preview Document

Expand All Collapse All

[Document Information]

Contract Number Type	Contract
International Agreement	1234567
Invoice Number	AVJ1497
Invoice Date	2015/04/02
Final Bill	N
Invoice Received Date	2015/04/02

Discounts

1.00%	65 Days	Total
		\$ 864,500.75

Summary of Detail Level Information

2 CLINSLIN(s)		\$ -101.69
1 Miscellaneous Amount(s)		\$ 864,399.06
Document Total:		\$ 864,399.06

Shipment Number AVJ1497 Shipment Date 2015/04/02

[Line Item Information]

Item No.	Unit Price (\$)	Unit of Measure	UoM Code	Qty. Invoiced	Amount (\$)
0001	3,589.95	Each	EA	105	664,140.75
PR Number ACRN SIN Qty. Approved AMI Approved Amount (\$)					
RPN0000000000000123 A1 SNO0000000123 105 007012 664,140.75					
Description					
Line item description					
Item No.	Unit Price (\$)	Unit of Measure	UoM Code	Qty. Invoiced	Amount (\$)
0001	3,589.95	Each	EA	105	664,140.75

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Preview Document tab is displayed.

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

IRAPT (formerly WAWF) User ID : csgnvr006
Printer Friendly

User Government Documentation Lookup Exit

Inspector - Telecom Invoice (Contractual)

Header Line Item Addresses Misc. Info Preview Document

Expand All Collapse All

[Document Information]

Contract Number Type	Contract
International Agreement	1234567890123
Invoice Number	AVJ1497
Invoice Date	2015/04/02
Final Bill	N
Invoice Received Date	2015/04/02

Discounts

1.00%	65 Days	Total
		\$ 864,500.75

Summary of Detail Level Information

2 CLINSLIN(s)		\$ -101.69
1 Miscellaneous Amount(s)		\$ 864,399.06
Document Total:		\$ 864,399.06

Shipment Number AVJ1497 Shipment Date 2015/04/02

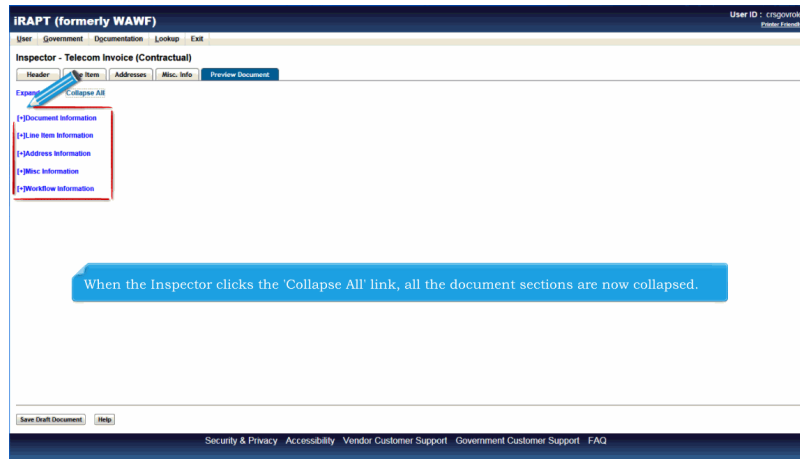
[Line Item Information]

Item No.	Unit Price (\$)	Unit of Measure	UoM Code	Qty. Invoiced	Amount (\$)
0001	3,589.95	Each	EA	105	664,140.75
PR Number ACRN SIN Qty. Approved AMI Approved Amount (\$)					
RPN0000000000000123 A1 SNO0000000123 105 007012 664,140.75					
Description					
Line item description					
Item No.	Unit Price (\$)	Unit of Measure	UoM Code	Qty. Invoiced	Amount (\$)
0001	3,589.95	Each	EA	105	664,140.75

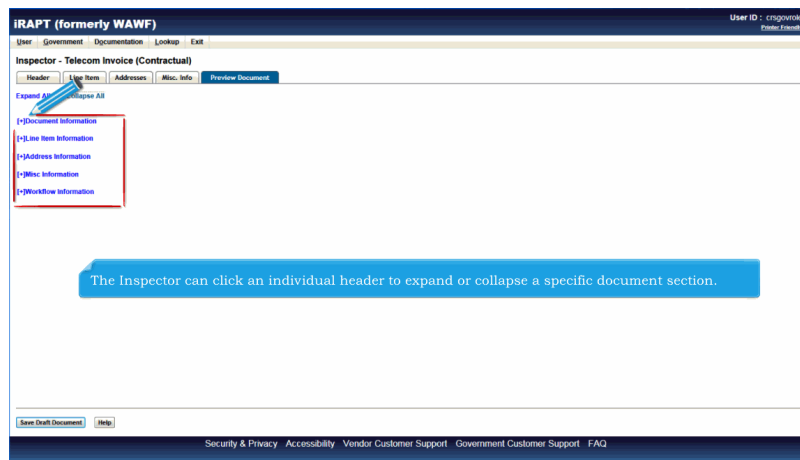
Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector can click the 'Expand All' link to expand all document sections or 'Collapse All' link to collapse all document sections.



When the Inspector clicks the 'Collapse All' link, all the document sections are now collapsed.



The Inspector can click an individual header to expand or collapse a specific document section.

IRAPT (formerly WAWF) User ID : csgovrole
Inspector - Telecom Invoice (Contractual)

Header Line Item Addresses Misc. Info Preview Document

Expand All Collapse All

[+] Document Information

Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
1234567890123	WB01		

International Agreement

Invoice Number	Invoice Date	Final Bill	Invoice Received Date
AVJ1497	2015/04/02	N	2015/04/02

Discounts

1.89% 65 Days	
---------------	--

Summary of Detail Level Information

2 CLINSLIN(s)	Total
	\$ 864,500.75
1 Miscellaneous Amount(s)	
	\$ -101.69
	Document Total:
	\$ 864,399.06

Shipment Number

AVJ1497	Shipment Date
	2015/04/02

[+] Line Item Information
[+] Address Information
[+] Misc. Information
[+] Workflow Information

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Document Information section is now expanded.

IRAPT (formerly WAWF) User ID : csgovrole
Inspector - Telecom Invoice (Contractual)

Header Line Item Addresses Misc. Info Preview Document

Expand All Collapse All

[+] Document Information

Contract Number	Delivery Order	Reference Procurement Identifier	Issue Date
1234567890123	WB01		

International Agreement

Invoice Number	Invoice Date	Final Bill	Invoice Received Date
AVJ1497	2015/04/02	N	2015/04/02

Discounts

1.89% 65 Days	
---------------	--

Summary of Detail Level Information

2 CLINSLIN(s)	Total
	\$ 864,500.75
1 Miscellaneous Amount(s)	
	\$ -101.69
	Document Total:
	\$ 864,399.06

Shipment Number

AVJ1497	Shipment Date
	2015/04/02

[+] Line Item Information
[+] Address Information
[+] Misc. Information
[+] Workflow Information

Save Draft Document Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

Once the Inspector has reviewed all the information on all the tab pages and added a comment or attachment if necessary, the next step is to mark the document as Inspected from the Header page.

IRAPT (formerly WAWF) User ID: csgovrole

Inspector - Telecom Invoice (Contractual)

Contract Number Type: International Agreement Contract Number: 1234567890123 Delivery Order: WBT01 Reference Procurement Identifier: Invoice Date: 20150402

Invoice Number: AVJ1497 Invoice Date: 20150402 Final Bill: N Invoice Received Date: 20150402

Discounts: 1.89% 65 Days

Summary of Detail Level Information

	Total
2 CLIN(SLN(s))	\$ 864,500.75
1 Miscellaneous Amount(s)	\$ -101.69
	\$ 864,399.06

Shipment Number: AVJ1497

Routing Information

Role	Location Code	Extension	Name
Payee	00C91		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ0240		DFAS ROME
Inspect By	S0512A		DCMA LOS ANGELES
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO

ACTION BY: S0512A *

Recommend Approval

Recommend Reduced Amount

Recommend Rejection

Inspection Date: YYYYMMDD

Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Header page is displayed.

To mark the document, the Inspector must scroll down to the bottom of the Header page to access the Action By: DoDAAC section.

IRAPT (formerly WAWF) User ID: csgovrole

Inspector - Telecom Invoice (Contractual)

Contract Number Type: International Agreement Contract Number: 1234567890123 Delivery Order: WBT01 Reference Procurement Identifier: Invoice Date: 20150402

Invoice Number: AVJ1497 Invoice Date: 20150402 Final Bill: N Invoice Received Date: 20150402

Discounts: 1.89% 65 Days

Summary of Detail Level Information

	Total
2 CLIN(SLN(s))	\$ 864,500.75
1 Miscellaneous Amount(s)	\$ -101.69
	\$ 864,399.06

Shipment Number: AVJ1497

Routing Information

Role	Location Code	Extension	Name
Payee	00C91		EXCELLENCE LEARNING CORPORATION
Pay Official	HQ0240		DFAS ROME
Inspect By	S0512A		DCMA LOS ANGELES
Acceptor	FU4417		FU4417 1 SOCS SOCS ATTN BECO
Admin	FU4417		FU4417 1 SOCS SOCS ATTN BECO

ACTION BY: S0512A *

☒ Recommend Approval

☐ Recommend Reduced Amount

☐ Recommend Rejection

Inspection Date: YYYYMMDD

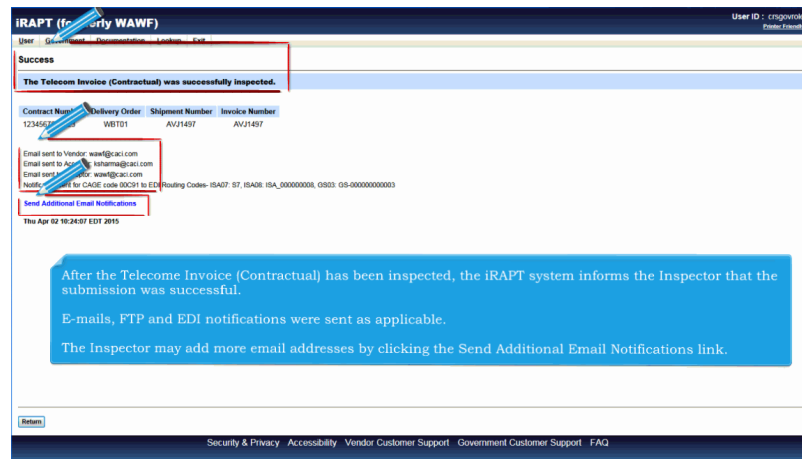
Submit Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Inspector selects the 'Recommend Approval' checkbox.

Then enters the Inspection Date.

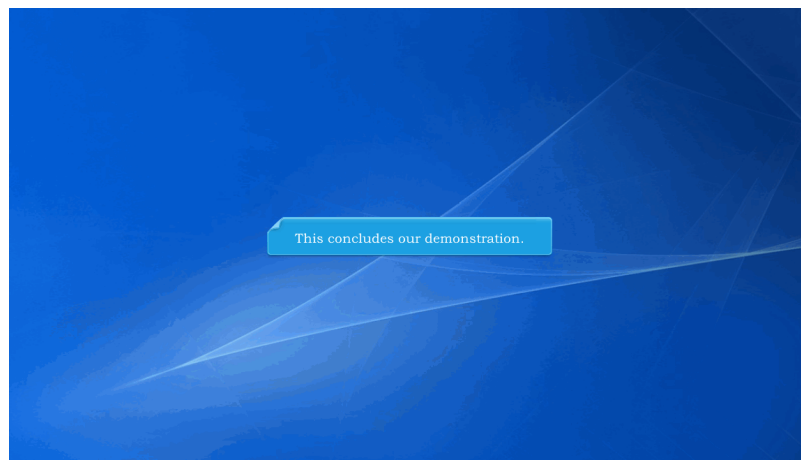
The Inspector clicks the 'Submit' button.



After the Telecom Invoice (Contractual) has been inspected, the iRAPT system informs the Inspector that the submission was successful.

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

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



This concludes our demonstration.