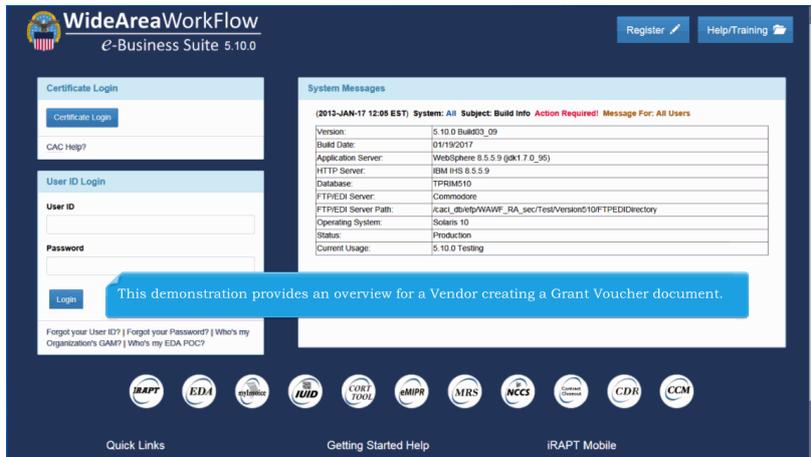
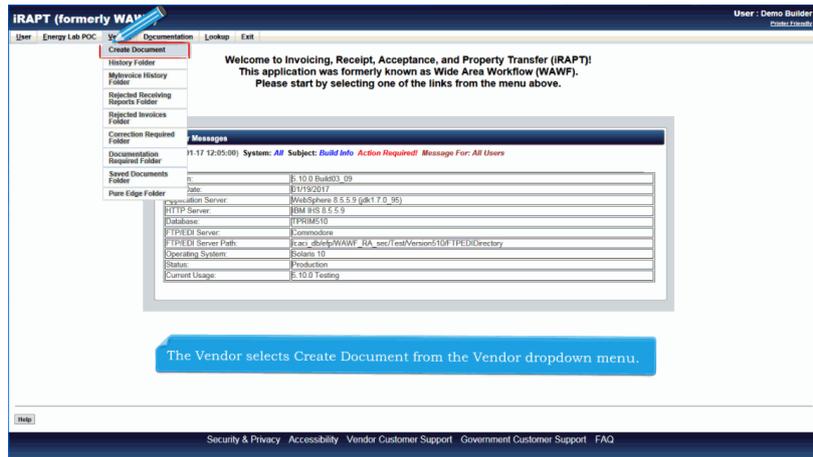




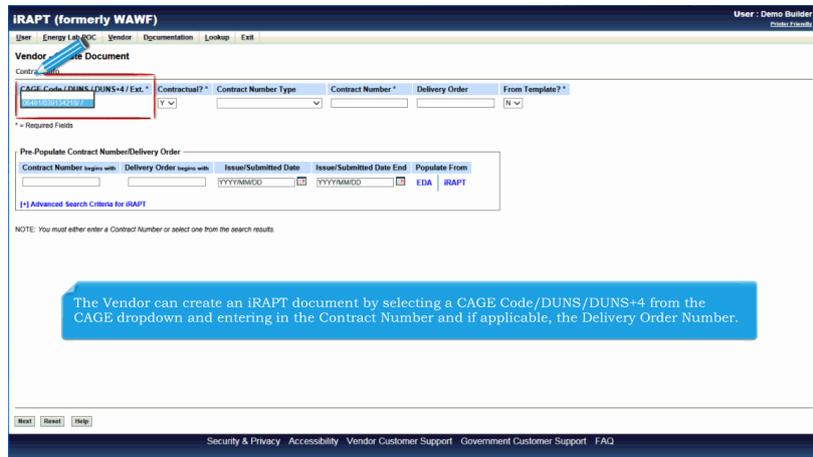
Welcome to Wide Area Workflow e-Business Suite.
This demonstration contains audio narrative. Please adjust your volume accordingly.



This demonstration provides an overview for a Vendor creating a Grant Voucher document.



The Vendor selects Create Document from the Vendor dropdown menu.



The Vendor can create an iRAPT document by selecting a CAGE Code/DUNS/DUNS+4 from the CAGE dropdown and entering in the Contract Number and if applicable, the Delivery Order Number.

iRAPT (formerly WAWF) User: Demo Builder

Vendor - Create Document

Contract Info

CAGE Code / DUNS / DUNS-4 / Ext.*	Contractual?*	Contract Number Type	Contract Number *	Delivery Order	From Template?*
04411001742101	Y				N

* - Required Fields

Pre-Populate Contract Number/Delivery Order

Contract Number begins with	Delivery Order begins with	Issue/Submitted Date	Issue/Submitted Date End	Populate From
		YYYYMMDD	YYYYMMDD	EDA iRAPT

[+] Advanced Search Criteria for iRAPT

NOTE: You must either enter a Contract Number or select one from the search results.

To retrieve a list of Contract Numbers and Delivery Order Numbers from EDA, the Vendor can select a CAGE Code from the dropdown list and click on the "EDA" link.

The system will permit the Vendor to filter the search result by entering a few characters in the Contract Number or Delivery Order fields as well as entering dates in the date range fields.

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To retrieve a list of Contract Numbers and Delivery Order Numbers from EDA, the Vendor can select a CAGE Code from the dropdown list and click on the "EDA" link.

The system will permit the Vendor to filter the search result by entering a few characters in the Contract Number or Delivery Order fields as well as entering dates in the date range fields.

iRAPT (formerly WAWF) User: Demo Builder

Vendor - Create Document

Contract Info

CAGE Code / DUNS / DUNS-4 / Ext.*	Contractual?*	Contract Number Type	Contract Number *	Delivery Order	From Template?*
04411001742101	Y				N

* - Required Fields

Pre-Populate Contract Number/Delivery Order

Contract Number begins with	Delivery Order begins with	Issue/Submitted Date	Issue/Submitted Date End	Populate From
		YYYYMMDD	YYYYMMDD	EDA iRAPT

[+] Advanced Search Criteria for iRAPT

NOTE: You must either enter a Contract Number or select one from the search results.

For additional information regarding pre-populating contract data from EDA, please refer to the EDA Pre-Pop Demonstration within the Other section of the iRAPT WBT.

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For additional information regarding pre-populating contract data from EDA, please refer to the EDA Pre-Pop Demonstration within the Other section of the iRAPT WBT.

The create From Template option is available on the Contract Information page. For additional information regarding creating a document from Template, please refer to the Vendor Create From Template Demonstration.

Once the required fields are entered, click the Next button to continue.

Note: The Delivery Order field is optional in iRAPT, however it may be required by your contract.

IRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Create Document

Contract -> Pay DoDAAC

INFO: Unable to retrieve PDS XML from EDA. The PDS XML was not found in EDA.
INFO: The contract data is not available in DOD EDA.
INFO: Click the Previous button or Contract -> link to enter a different Contract Number or continue creating the document.

Contractual	Reference Procurement Identifier	Contract Number Type	Contract Number	Delivery Order	CAGE	DUNS	DUNS + 4	Extension	Pay Official *
Y		International Agreement	1234567890123			06481	039134216		HQ0248

* = Required Fields

The Pay DoDAAC will be pre-populated from the EDA system if the contract number exists in the EDA system.

The Vendor has the option to use the pre-populated Pay DoDAAC or enter a Pay DoDAAC that is not in the EDA system.

Click the Next button to continue creating a document.

Next Previous Reset Help

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The Pay DoDAAC will be pre-populated from the EDA system if the contract number exists in the EDA system.

The Vendor has the option to use the pre-populated Pay DoDAAC or enter a Pay DoDAAC that is not in the EDA system.

Click the Next button to continue creating a document.

IRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Create New Document

Contract -> Pay DoDAAC -> Document

Contract Number	Delivery Order	Reference Procurement Identifier	CAGE Code	DUNS	DUNS + 4	Extension	Pay Official	Currency Code
1234567890123				06481	039134216		HQ0248	USD

* = Required Fields

Select Document to Create *

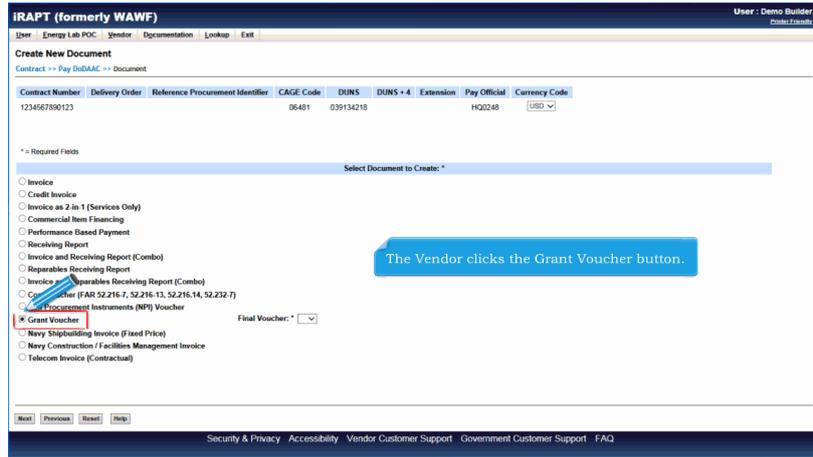
- Invoice
- Credit Invoice
- Invoice as 2 in 1 (Services Only)
- Commercial Item Financing
- Performance Based Payment
- Receiving Report
- Invoice and Receiving Report (Combo)
- Repables Receiving Report
- Invoice and Repables Receiving Report (Combo)
- Cost Voucher (FAR 52.216-7, 52.216-13, 52.216-14, 52.232-7)
- Non Procurement Instruments (NPI) Voucher
- Grant Voucher
- Navy Shipbuilding Invoice (Fixed Price)
- Navy Construction / Facilities Management Invoice
- Telecom Invoice (Contractual)

The Document page is displayed with a list of valid document types for the selected contract number and pay system.

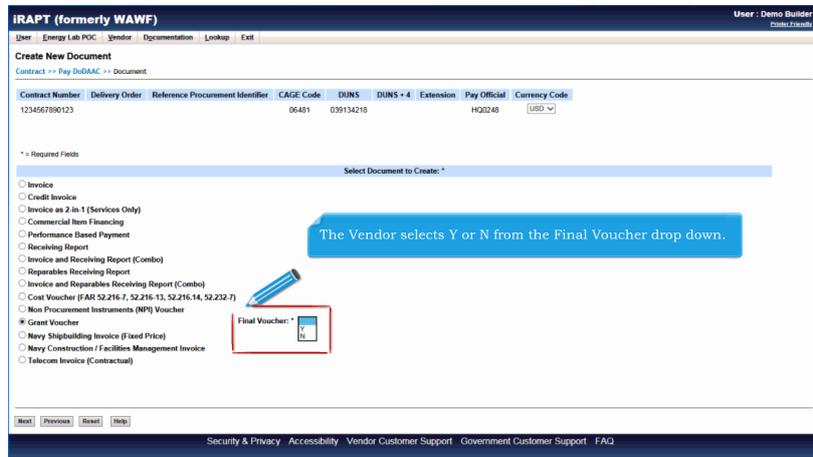
Previous Next Help

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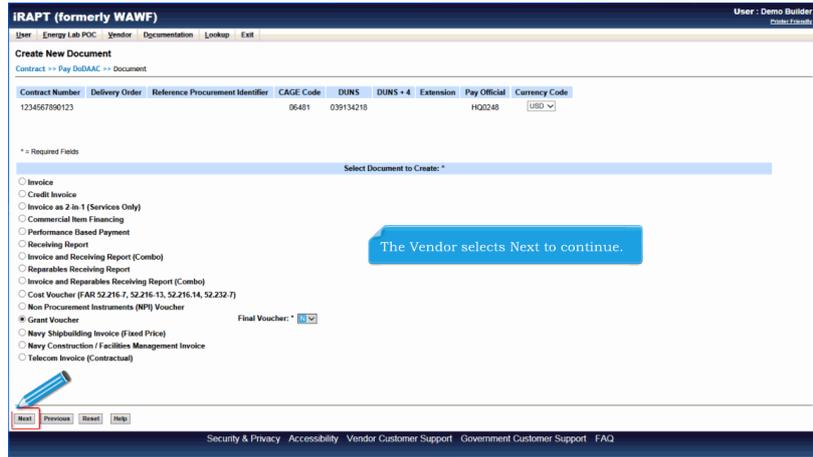
The Document page is displayed with a list of valid document types for the selected contract number and pay system.



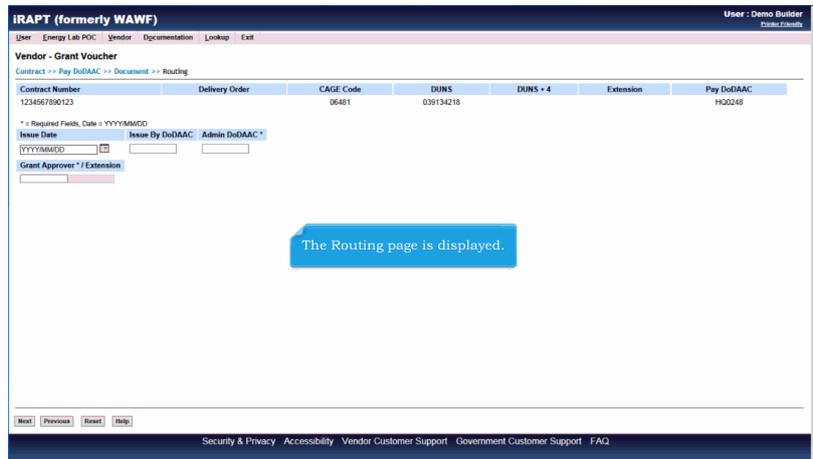
The Vendor clicks the Grant Voucher button.



The Vendor selects Y or N from the Final Voucher drop down.



The Vendor selects Next to continue.



The Routing page is displayed.

IRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Grant Voucher

Contract -> Pay DoDAAC -> Document -> Routing

Contract Number	Delivery Order	CAGE Code	DUNS	DUNS + 4	Extension	Pay DoDAAC
1234567890123		06481	039134218			H02048

* Required Fields, Date = YYYYMMDD

Issue Date Issue By DoDAAC Admin DoDAAC

YYYYMMDD SS012A

Grant Approver / Extension

NGBP7

The Vendor enters the Routing Code information and clicks the Next button to continue.

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The Vendor enters the Routing Code information and clicks the Next button to continue.

IRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Grant Voucher

Contract -> Pay DoDAAC -> Document -> Routing -> Data Capture

Header Addresses Grant WS Comments Attachments Preview Document

WARNING: The Voucher Date has been pre-populated from the IRAPT system server

single ** = Required Fields on Signature, double ** = Required Fields on Signature, saving draft document, and tabbing

Contract Number	Delivery Order	Issue Date	CAGE Code-Est.	Pay DoDAAC
1234567890123			06481	H02048

Contract Number Type	Voucher Number **	Voucher Date * (IRAPT System Server Date)	Final Voucher?	Basis of Request *
		20170519	N	<input type="radio"/> Cash <input type="radio"/> Accrual

Employee Identification Number	Recipient's Account Number	Period From Date *	Period To Date *
987654321		YYYYMMDD	YYYYMMDD

Currency Code	Document Total (\$)
USD	

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 Signature

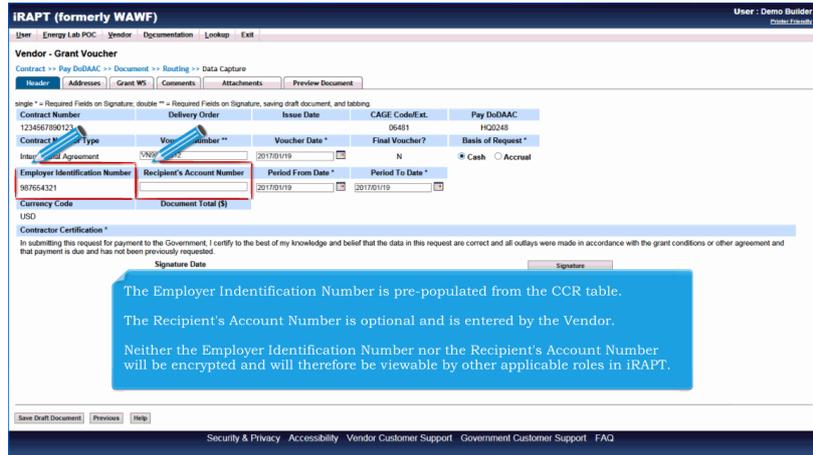
20170519 Signature of Contractor Representative

The Data Capture tabs are displayed with the Header tab as the Active tab.

Save Draft Document Previous Help

Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

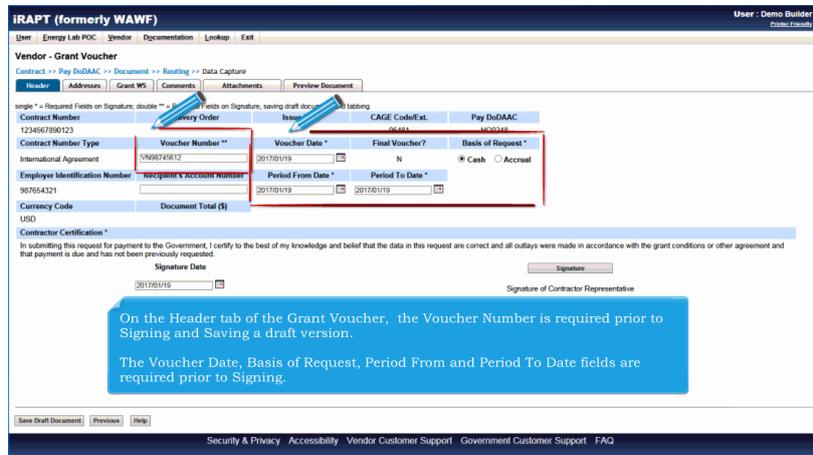
The Data Capture tabs are displayed with the Header tab as the Active tab.



The Employer Identification Number is pre-populated from the CCR table.

The Recipient's Account Number is optional and is entered by the Vendor.

Neither the Employer Identification Number nor the Recipient's Account Number will be encrypted and will therefore be viewable by other applicable roles in iRAPT.



On the Header tab of the Grant Voucher, the Voucher Number is required prior to Signing and Saving a draft version.

The Voucher Date, Basis of Request, Period From and Period To Date fields are required prior to Signing.

iRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Grant Voucher

Contract -> Pay DoDAAC -> Document -> Routing -> Data Capture

Header Addresses Grant WS Comments Attachments Preview Document

single * = Required Fields on Signature; double ** = Required Fields on Signature, saving draft document, and tabbing

Contract Number	Delivery Order	Issue Date	CAGE Code/Ext.	Pay DoDAAC
123456789123			06401	HQZ249

Contract Number Type	Voucher Number **	Voucher Date *	Final Voucher?	Basis of Request *
	0989745612	20170119	N	<input checked="" type="radio"/> Cash <input type="radio"/> Accrual

Employee Identification Number	Recipient's Account Number	Period From Date *	Period To Date *
987654321		20170119	20170119

Currency Code: USD Document Total (\$):

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: 20170119 Signature: _____ Signature of Contractor Representative

When the Vendor has finished entering mandatory fields, the Vendor can navigate to the Addresses page by clicking the Addresses tab.

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When the Vendor has finished entering mandatory fields, the Vendor can navigate to the Addresses page by clicking the Addresses tab.

iRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Grant Voucher

Contract -> Pay DoDAAC -> Document -> Routing -> Data Capture

Header Addresses Grant WS Comments Attachments Preview Document

* = Required Fields

Payee: 06481 DUNS: 039134218 DUNS - 4: Extension:

Payee Name 1: NORTHROP GRUMMAN SYSTEMS CORPORATION

Payee Name 2: _____

Payee Name 3: _____

Address 1: 21240 BURBANK BLVD

Address 2: _____

Address 3: _____

Address 4: _____

City: WOODLAND Hills Country: USA

Recipient Organization: 06481

Recipient Name 1: INC

Recipient Name 2: _____

Recipient Name 3: _____

Address 1: 21240 BURBANK BLVD

Address 2: _____

Address 3: _____

Address 4: _____

City: WOODLAND HILLS State: CA Zip Code: 91367

The Addresses tab is displayed. The Vendor can use this tab to view or edit the address information.

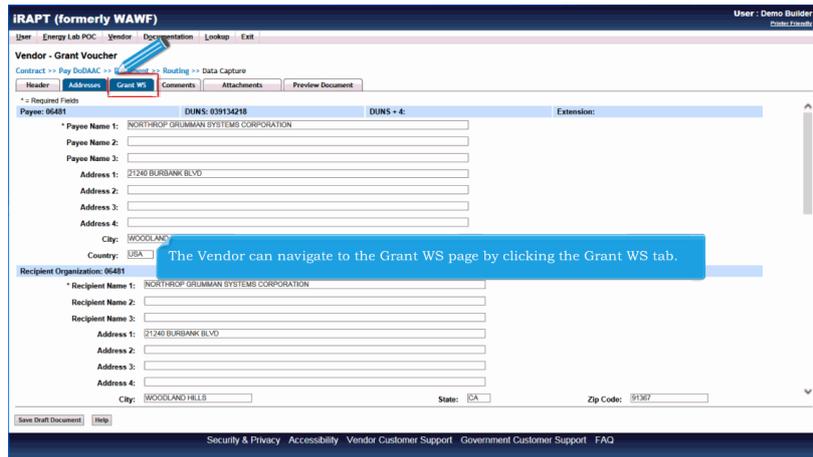
Based on the routing location codes entered, iRAPT will pre-populate the address information for each of the location codes onto the document.

Save Draft Document Help

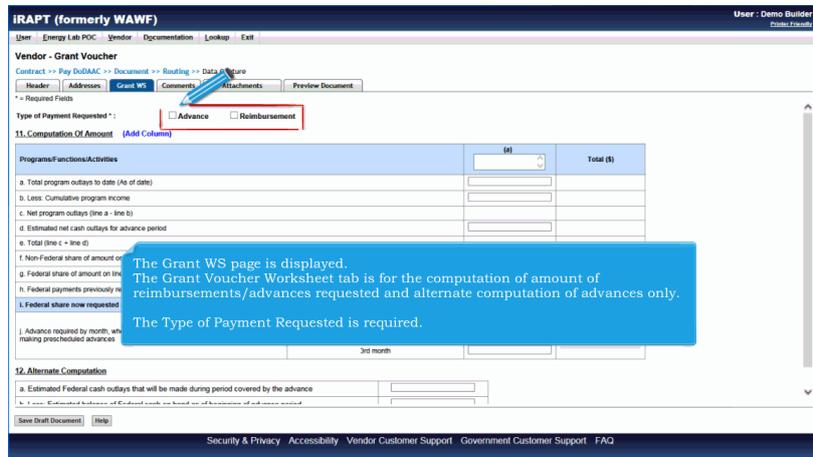
Security & Privacy Accessibility Vendor Customer Support Government Customer Support FAQ

The Addresses tab is displayed.
The Vendor can use this tab to view or edit the address information.

Based on the routing location codes entered, iRAPT will pre-populate the address information for each of the location codes onto the document.



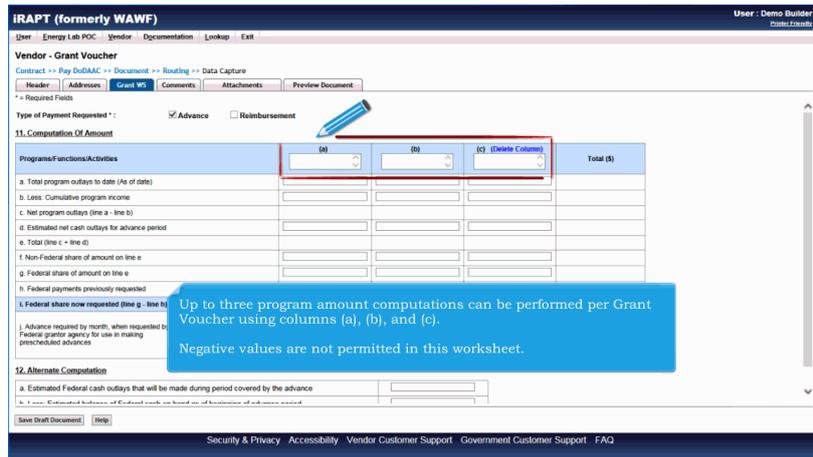
The Vendor can navigate to the Grant WS page by clicking the Grant WS tab.



The Grant WS page is displayed.

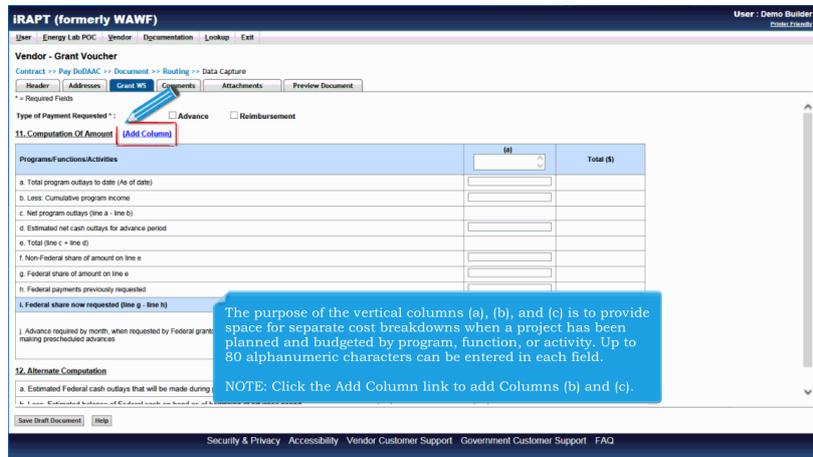
The Grant Voucher Worksheet tab is for the computation of amount of reimbursements/advances requested and alternate computation of advances only.

The Type of Payment Requested is required.



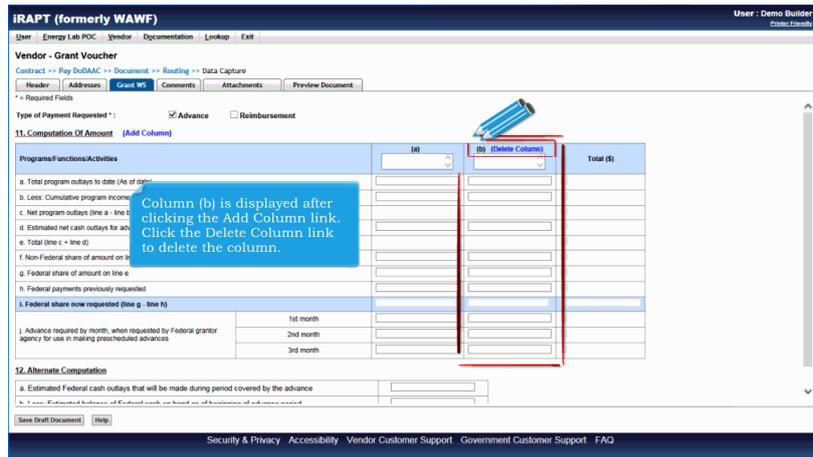
Up to three program amount computations can be performed per Grant Voucher using columns (a), (b), and (c).

Negative values are not permitted in this worksheet.

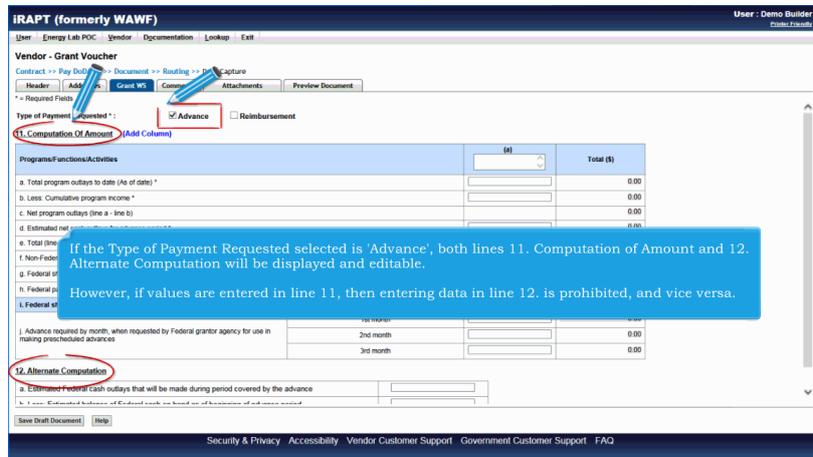


The purpose of the vertical columns (a), (b), and (c) is to provide space for separate cost breakdowns when a project has been planned and budgeted by program, function, or activity. Up to 80 alphanumeric characters can be entered in each field.

NOTE: Click the Add Column link to add Columns (b) and (c).



Column (b) is displayed after clicking the Add Column link. Click the Delete Column link to delete the column.



If the Type of Payment Requested selected is 'Advance', both lines 11. Computation of Amount and 12. Alternate Computation will be displayed and editable.

However, if values are entered in line 11, then entering data in line 12. is prohibited, and vice versa.

IRAPT (formerly WAWF) User: Demo Builder

Vendor - Grant Voucher

Contract >> Pay DoDAAC >> Document >> Routing >> Data Capture

Type of Payment Requested: Advance Reimbursement

11. Computation Of Amount (Add Columns)

Programs/Functions/Activities	(0)	Total (\$)
a. Total program outlays to date (As of date) *		0.00
b. Less: Cumulative program income *		0.00
c. Net program outlays (line a - line b)		0.00
d. Estimated net cash outlays for advance period *		0.00
e. Total (line c - line d)		0.00
f. Non-Federal share of amount on line e *		0.00
g. Federal share of amount on line e *		0.00
h. Federal payments previously requested *		0.00
i. Federal share now requested (line g - line h)		0.00
j. Advance required by month, when requested by Federal grantor agency for use in making prescheduled advances	1st month	0.00
	2nd month	0.00
	3rd month	0.00

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If the Type of Payment Requested selected is 'Advance' and 'Reimbursement', only Line 11. Computation of Amount will be displayed and editable.

IRAPT (formerly WAWF) User: Demo Builder

Vendor - Grant Voucher

Contract >> Pay DoDAAC >> Document >> Routing >> Data Capture

Type of Payment Requested: Advance Reimbursement

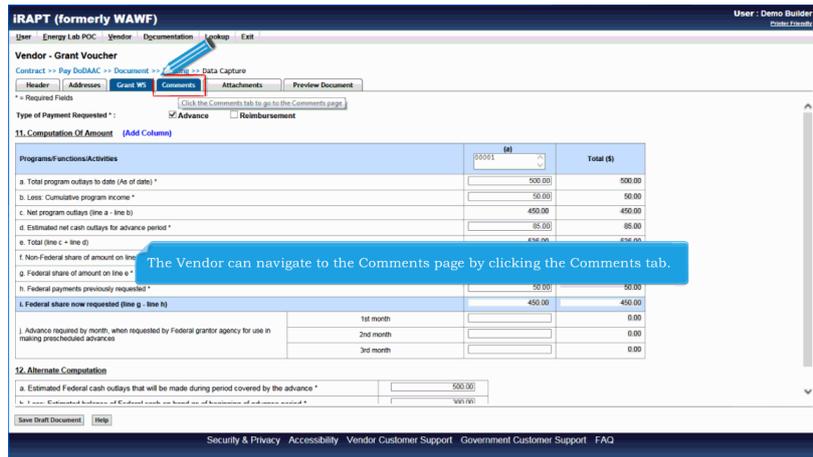
11. Computation Of Amount (Add Columns)

Programs/Functions/Activities	(0)	Total (\$)
a. Total program outlays to date (As of date) *		0.00
b. Less: Cumulative program income *		0.00
c. Net program outlays (line a - line b)		0.00
d. Estimated net cash outlays for advance period *		0.00
e. Total (line c - line d)		0.00
f. Non-Federal share of amount on line e *		0.00
g. Federal share of amount on line e *		0.00
h. Federal payments previously requested *		0.00
i. Federal share now requested (line g - line h)		0.00

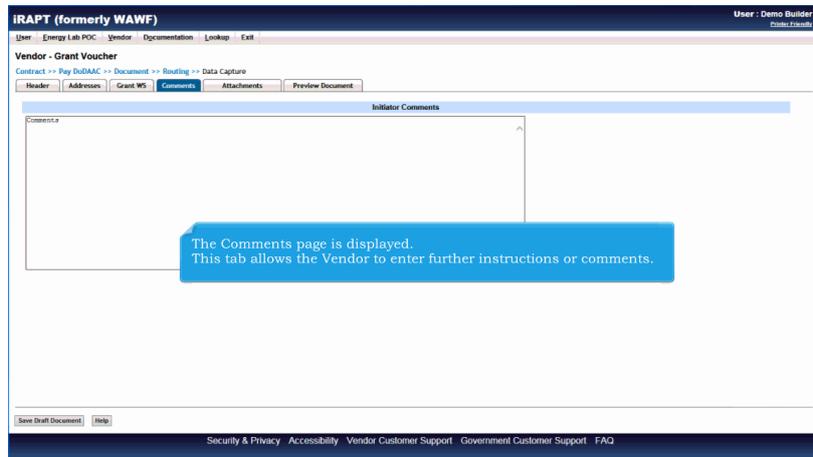
Save Draft Document | Help

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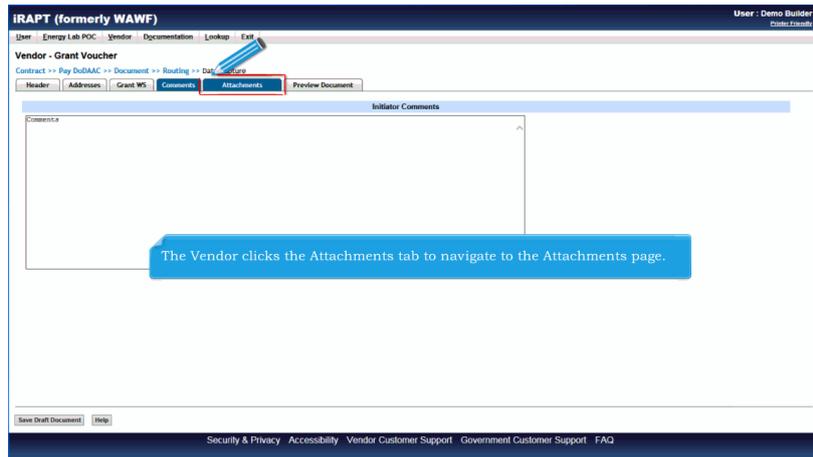
If the Type of Payment Requested selected is 'Reimbursement', only Line 11 items a. through i. will be displayed and editable.



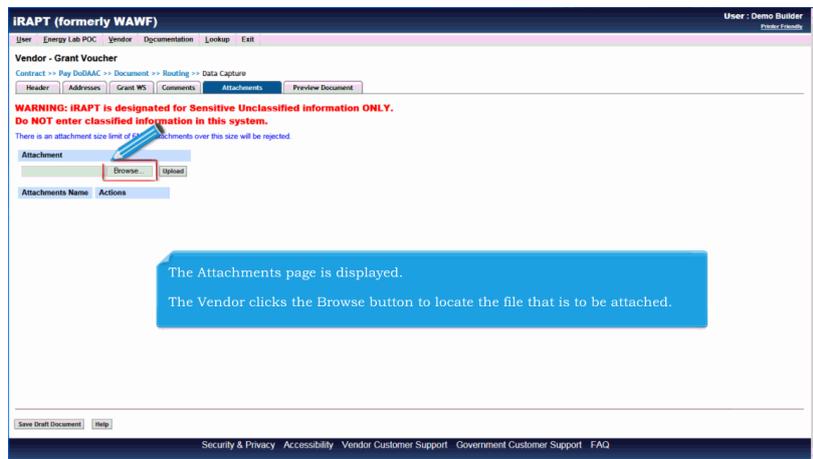
The Vendor can navigate to the Comments page by clicking the Comments tab.



The Comments page is displayed.
This tab allows the Vendor to enter further instructions or comments.

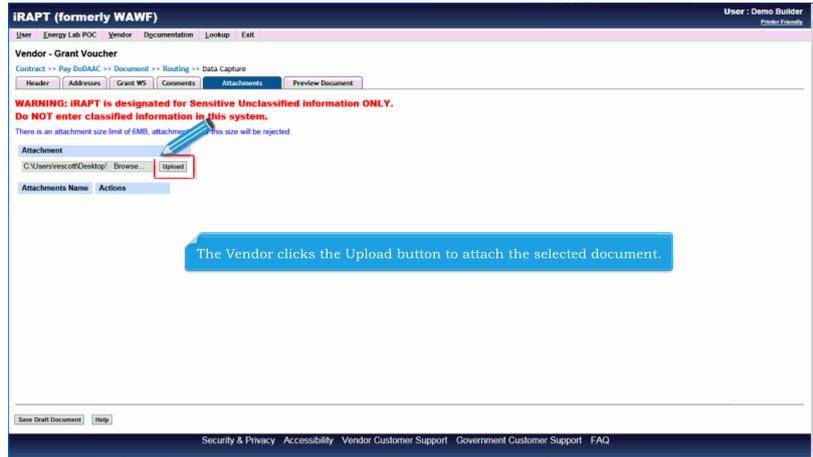


The Vendor clicks the Attachments tab to navigate to the Attachments page.

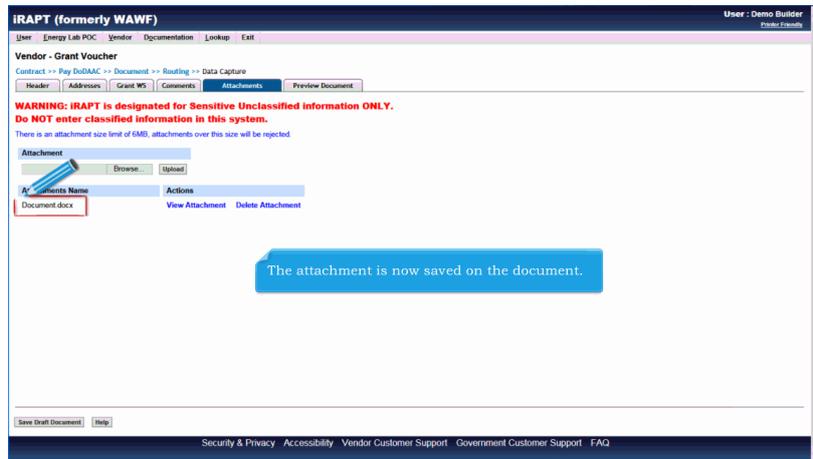


The Attachments page is displayed.

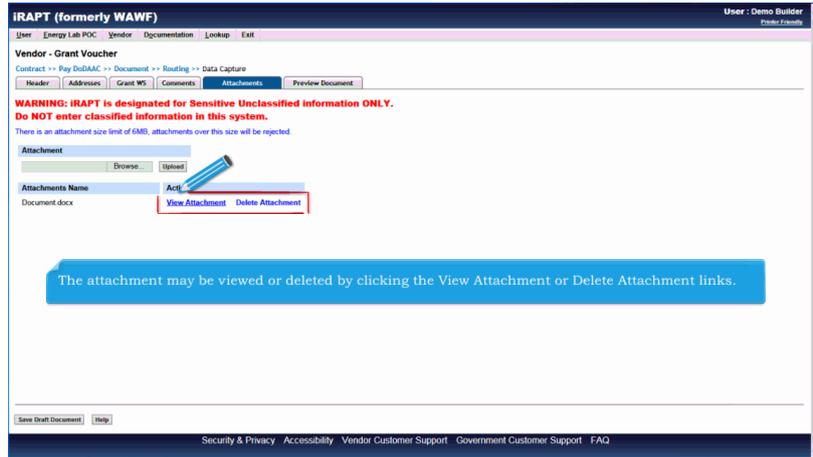
The Vendor clicks the Browse button to locate the file that is to be attached.



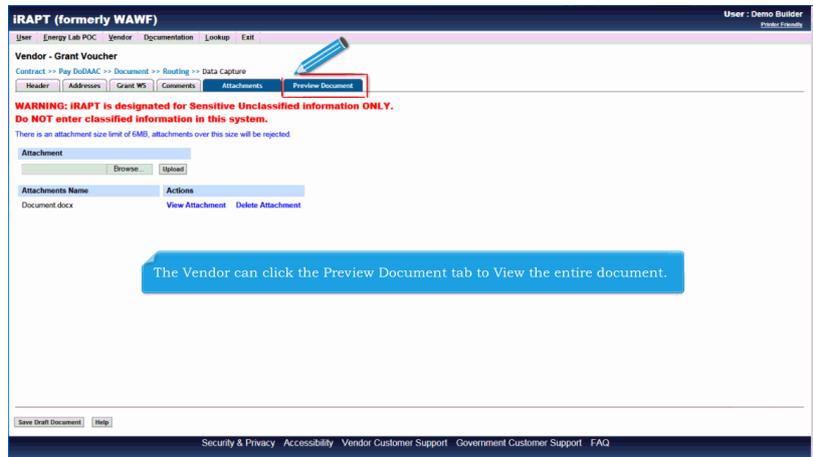
The Vendor clicks the Upload button to attach the selected document.



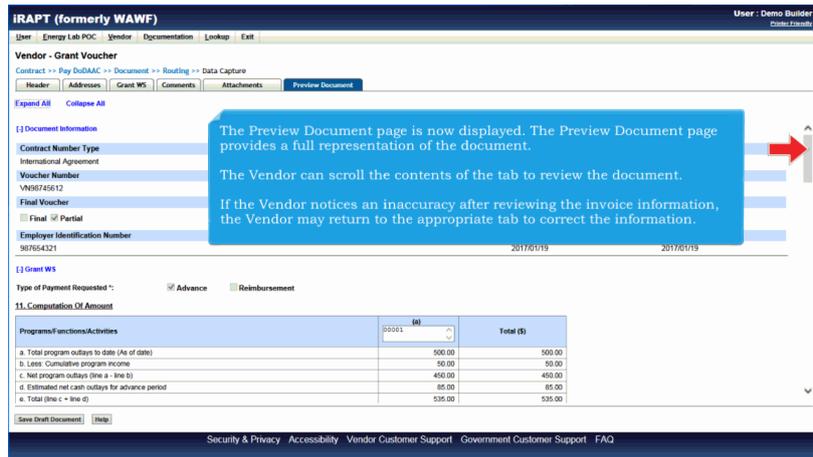
The attachment is now saved on the document.



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



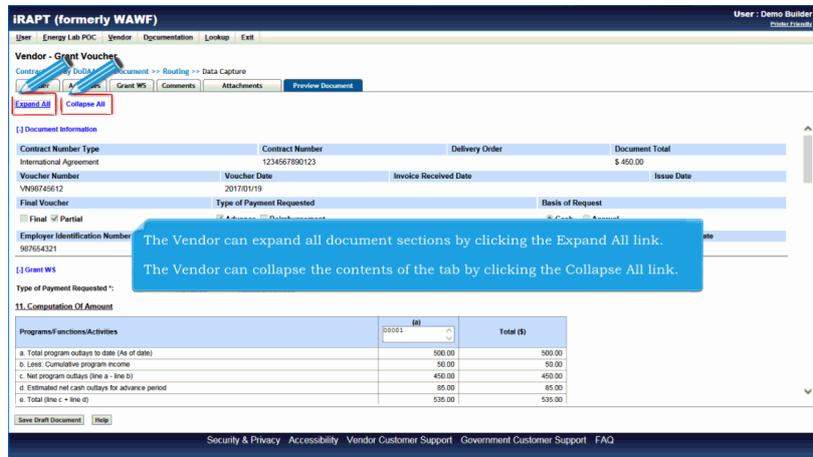
The Vendor can click the Preview Document tab to View the entire document.



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

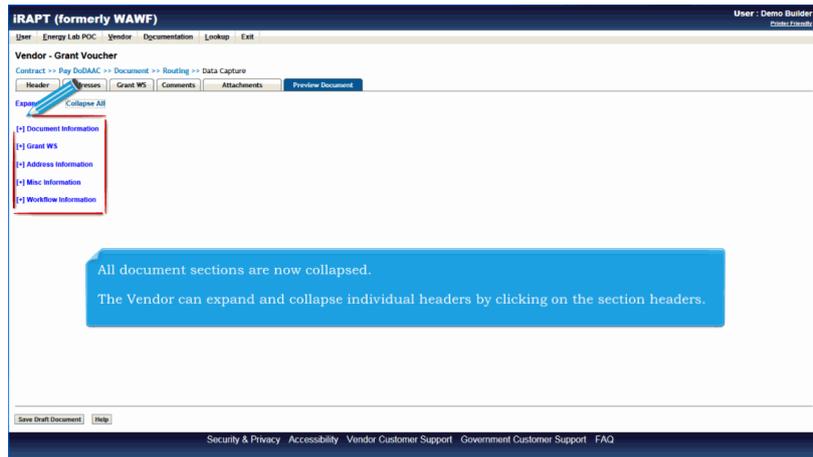
The Vendor can scroll the contents of the tab to review the document.

If the Vendor notices an inaccuracy after reviewing the invoice information, the Vendor may return to the appropriate tab to correct the information.



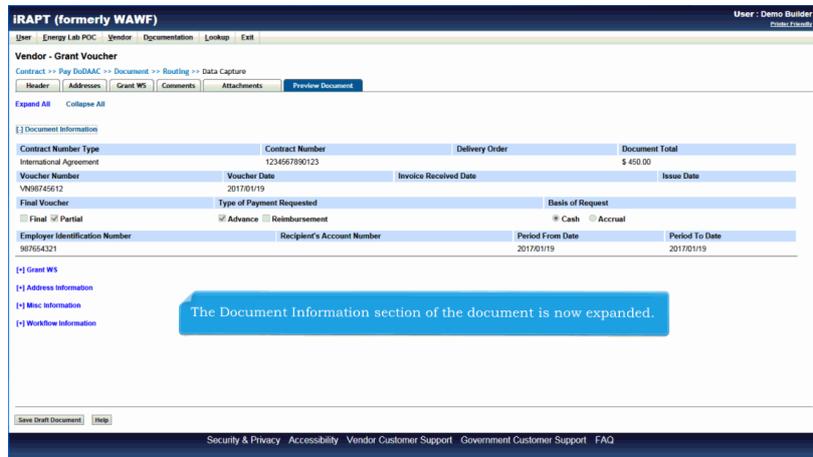
The Vendor can expand all document sections by clicking the Expand All link.

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

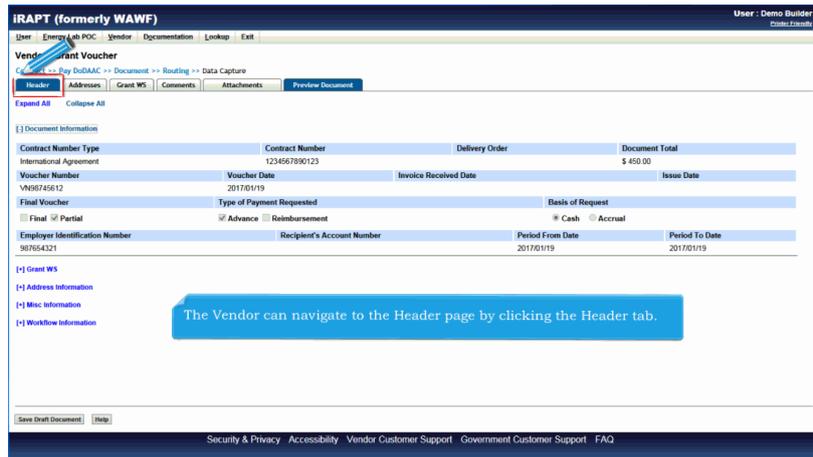


All document sections are now collapsed.

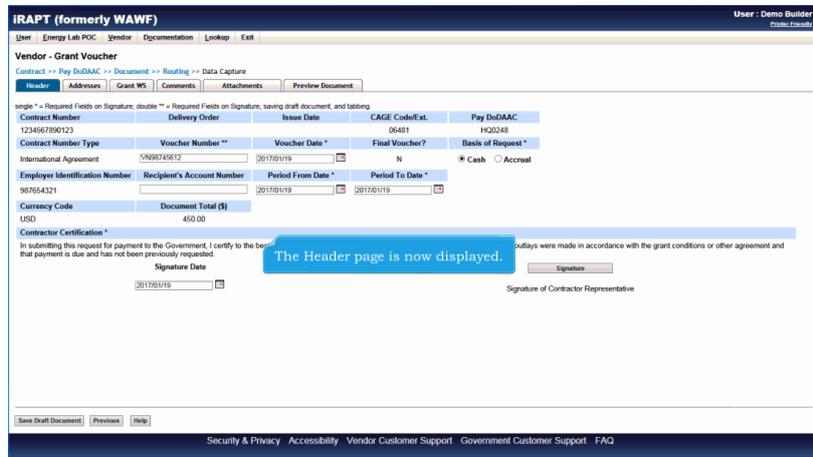
The Vendor can expand and collapse individual headers by clicking on the section headers.



The Document Information section of the document is now expanded.



The Vendor can navigate to the Header page by clicking the Header tab.



The Header page is now displayed.

IRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

Vendor - Grant Voucher

Contract >> Pay DoDAAC >> Document >> Routing >> Data Capture

Header Addresses Grant WS Comments Attachments Preview Document

single * = Required Fields on Signature; double ** = Required Fields on Signature, saving draft document, and tabbing

Contract Number	Delivery Order	Issue Date	CAGE Code/Ext.	Pay DoDAAC
1234567890123			06401	HQZ249

Contract Number Type Voucher Number ** Voucher Date * Final Voucher? Basis of Request *

International Agreement 0989745612 20170119 N Cash Accrual

Employer Identification Number Recipient's Account Number Period From Date * Period To Date *

987654321 20170119 20170119

Currency Code Document Total (\$)

USD 500.00

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 made in accordance with the grant conditions or other agreement and that payment is due and has not been previously requested.

Signature Date 20170119 Signature Signature of Contractor Representative

The Vendor enters the Signature Date and then clicks the Signature button to start submitting the document.

Save Draft Document Previous Help

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The Vendor enters the Signature Date and then clicks the Signature button to start submitting the document.

IRAPT (formerly WAWF) User: Demo Builder

User Energy Lab POC Vendor Documentation Lookup Exit

WAWF Password Confirmation

User ID demobuilder

Password *

Submit Without Preview

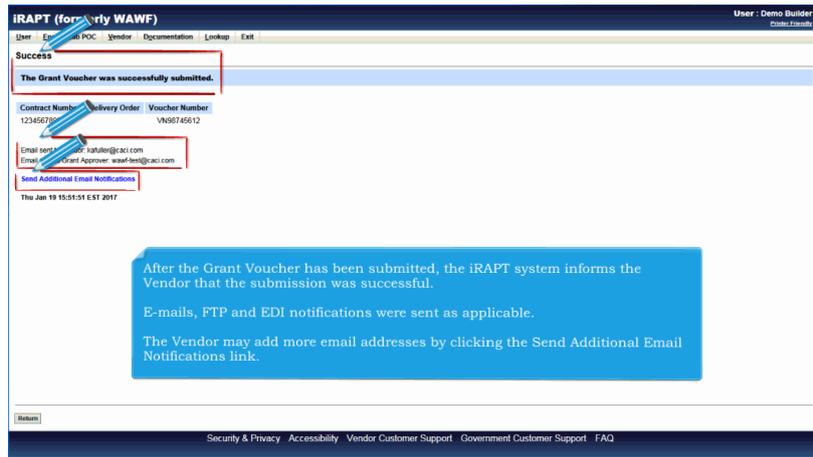
The Password Confirmation page is displayed and the Vendor enters their password. When the Vendor has finished entering the user password, the Vendor can click the Next button.

Next Previous Help

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The Password Confirmation page is displayed and the Vendor enters their password.

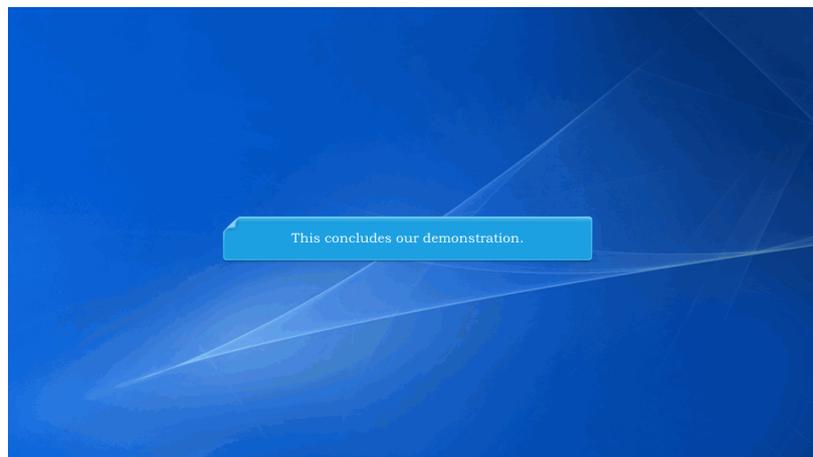
When the Vendor has finished entering the user password, the Vendor can click the Next button.



After the Grant Voucher has been submitted, the iRAPT system informs the Vendor that the submission was successful.

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

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



This concludes our demonstration.