

All Document Inquiry
Created on 3/19/2010 10:36:00 AM

COPYRIGHT & TRADEMARKS

Copyright © 1998, 2009, Oracle and/or its affiliates. All rights reserved.

Oracle is a registered trademark of Oracle Corporation and/or its affiliates. Other names may be trademarks of their respective owners.

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

If this software or related documentation is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, the following notice is applicable:

U.S. GOVERNMENT RIGHTS

Programs, software, databases, and related documentation and technical data delivered to U.S. Government customers are “commercial computer software” or “commercial technical data” pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, duplication, disclosure, modification, and adaptation shall be subject to the restrictions and license terms set forth in the applicable Government contract, and, to the extent applicable by the terms of the Government contract, the additional rights set forth in FAR 52.227-19, Commercial Computer Software License (December 2007). Oracle USA, Inc., 500 Oracle Parkway, Redwood City, CA 94065.

This software is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications which may create a risk of personal injury. If you use this software in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy and other measures to ensure the safe use of this software. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software in dangerous applications.

This software and documentation may provide access to or information on content, products and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third party content, products and services. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third party content, products or services.

SYSTEM POLICIES

The tasks in this documentation provide end users with the tools to enter data and collect data in system. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website.

Table of Contents

All Document Inquiry	1
All Document Inquiry Overview	1
All Document Inquiry Lesson	1

All Document Inquiry

All Document Inquiry Overview

All Document Inquiry enables end users to search for Procurement Documents using available filter fields in Order Header and the Query by Example (QBE) line on the grid.

All Document Inquiry Lesson

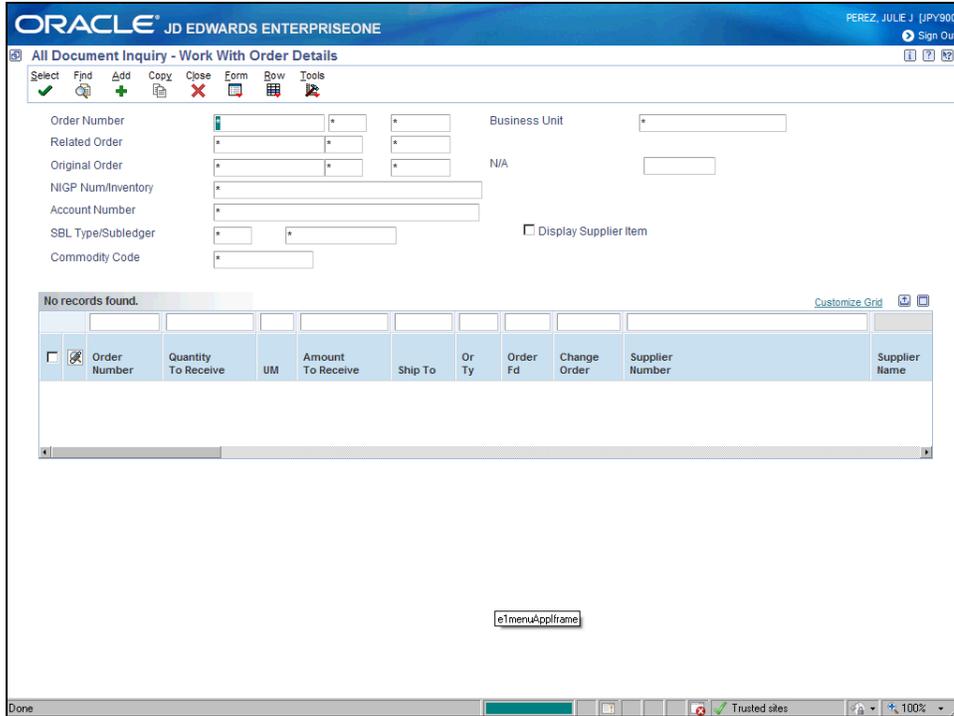
Procedure

In this lesson you will learn about the All Document Inquiry through three different scenarios.

Step	Action
1.	Click the State of Nebraska link. State of Nebraska
2.	Click the Purchasing - Agencies link. Purchasing - Agencies
3.	Click the Inquiries & Reports link. Inquiries & Reports
4.	Click the Purchasing Inquiries link. Purchasing Inquiries
5.	Click the All Document Inquiry link. All Document Inquiry

Training Guide

All Document Inquiry



Step	Action
6.	<input type="text" value="*"/>
7.	<p>In this scenario, the end user wants to determine if there is an associated Purchase Order for an existing Contract.</p> <p>Enter the Contract Number into the Original Order field.</p>
8.	<p>Enter the Order Type into the field to the right of the Original Order field.</p> <p>Contract Order Types are: O4 - Service Contract OC - Commodity Contract ZC - Stock Blanket Order</p>
9.	<p>Click the Find button.</p> 

Records 1 - 4

Order Number	Quantity To Receive	UM	Amount To Receive	Ship To	Or Ty	Order Fd	Change Order	Supplier Number	Supplier Name
220813		EA		557972 Z8	23330	000		544164	RAVENNA
220813		EA		557972 Z8	23330	000		544164	RAVENNA
190542		EA		557972 Z8	23330	000		544164	RAVENNA
190542		EA		557972 Z8	23330	000		544164	RAVENNA

Step	Action
10.	In the grid scroll over to the Last Status column.

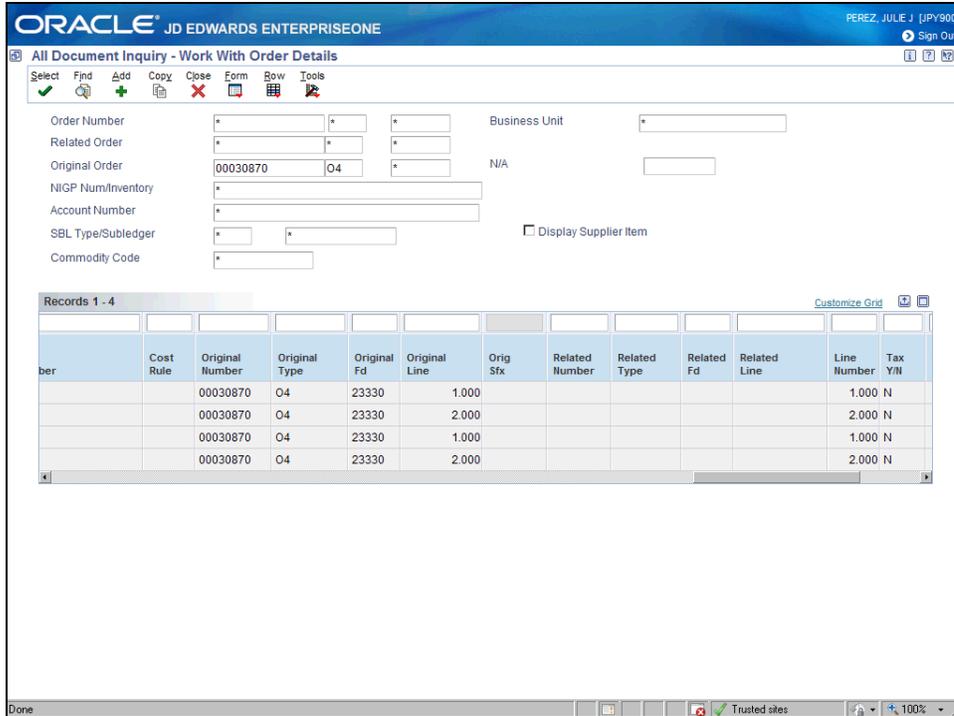
Records 1 - 4

Sign Cost	Entered Date	Request Date	Original Promise	Promised Delivery Date	G/L Date	Last Status	Next Status	Cancel Date	Original Ordered Amount	3 - Digit NIGP	NIGP Sub	Dev Request	Report Code 4
.0000	08/13/2...	08/13/2008	12/30/2008	12/30/2008	08/13/2008	280	999		679.98	910	27		
.0000	08/13/2...	08/13/2008	12/30/2008	12/30/2008	08/13/2008	280	999		2,833.25	910	27		
.0000	01/23/2...	01/23/2008	12/30/2008	12/30/2008	07/01/2008	280	999		550.46	910	27		
.0000	01/23/2...	01/23/2008	12/30/2008	12/30/2008	07/01/2008	280	999		2,023.75	910	27		

Training Guide

All Document Inquiry

Step	Action
11.	LAST STATUS - last process of the document
12.	NEXT STATUS - next process of the document. "999" indicates a completed document.
13.	In the grid scroll over to the Original Number column.



Step	Action
14.	The ORIGINAL ORDER is the same as the ORIGINAL NUMBER. It represents the Originating Document Number.
15.	Click the Close button.
16.	In this scenario, the end user wants to review details of an existing Contract.
17.	Click the All Document Inquiry link.

The screenshot shows the Oracle JD Edwards EnterpriseOne interface for 'All Document Inquiry - Work With Order Details'. The window title is 'ORACLE JD EDWARDS ENTERPRISEONE' and the user is 'PEREZ, JULIE J [JPY900]'. The search form includes the following fields:

- Order Number
- Business Unit
- Related Order
- Original Order
- NIGP Num/Inventory
- Account Number
- SBL Type/Subledger
- Commodity Code

There is a 'Find' button in the top toolbar. Below the form, a grid displays 'No records found.' The grid columns are:

Order Number	Quantity To Receive	UM	Amount To Receive	Ship To	Or Ty	Order Fd	Change Order	Supplier Number	Supplier Name
No records found.									

Step	Action
18.	Enter the Contract Number into the Order Number field.
19.	Enter the Order Type into the second field. Contract Order Types are: O4 - Service Contract OC - Commodity Contract ZC - Stock Blanket Order
20.	Click the Find button. 

Training Guide

All Document Inquiry



ORACLE® JD EDWARDS ENTERPRISEONE PEREZ, JULIE J [JPY900] Sign Out

All Document Inquiry - Work With Order Details

Select Find Add Copy Close Form Row Tools

Order Number 30870 O4 * Business Unit *
 Related Order * * *
 Original Order * * * N/A
 NIGP Num/Inventory *
 Account Number *
 SBL Type/Subledger * * Display Supplier Item
 Commodity Code *

Records 1 - 2 Customize Grid

	Order Number	Quantity To Receive	UM	Amount To Receive	Ship To	Or Ty	Order Fd	Change Order	Supplier Number	Supplier Name
<input type="checkbox"/>	30870		EA		557972	O4	23330	000	544164	RAVENNA
<input type="checkbox"/>	30870		EA		557972	O4	23330	000	544164	RAVENNA

Done Trusted sites 100%

Step	Action
21.	

ORACLE® JD EDWARDS ENTERPRISEONE PEREZ, JULIE J [JPY900] Sign Out

All Document Inquiry - Work With Order Details

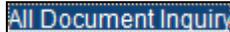
Select Find Add Copy Close Form Row Tools

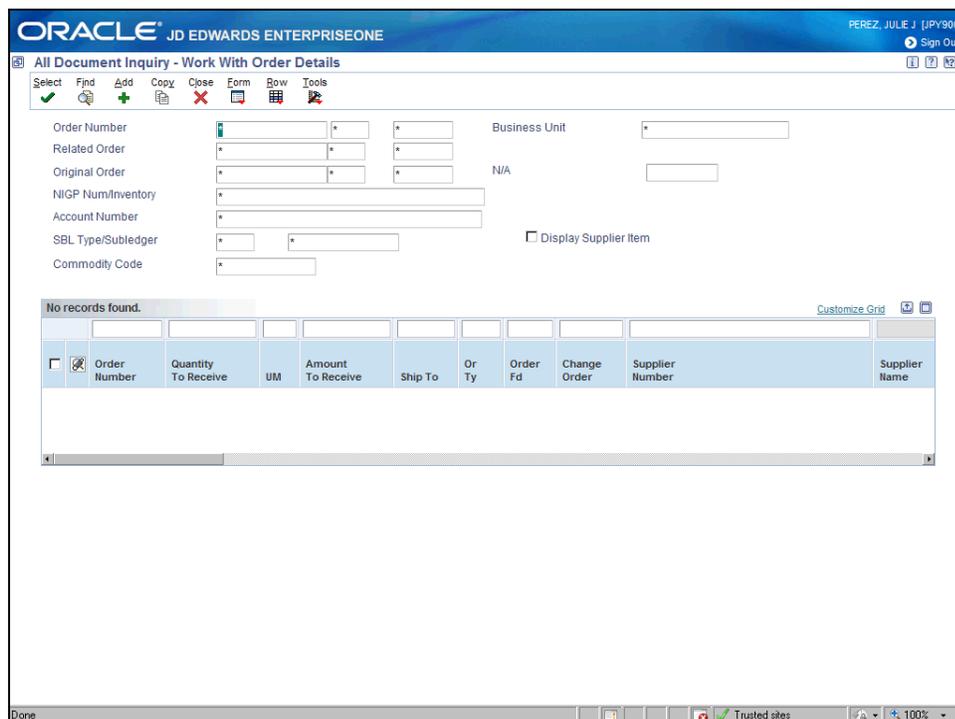
Order Number 30870 O4 * Business Unit *
 Related Order * * *
 Original Order * * * N/A
 NIGP Num/Inventory *
 Account Number *
 SBL Type/Subledger * * Display Supplier Item
 Commodity Code *

Records 1 - 2 Customize Grid

	Cost Rule	Original Number	Original Type	Original Fd	Original Line	Orig Sfx	Related Number	Related Type	Related Fd	Related Line	Line Number	Tax Y/N	Tax Exp
		00034235	O3	23330		1.000					1.000	N	
		00034235	O3	23330		2.000					2.000	N	

Done Trusted sites 100%

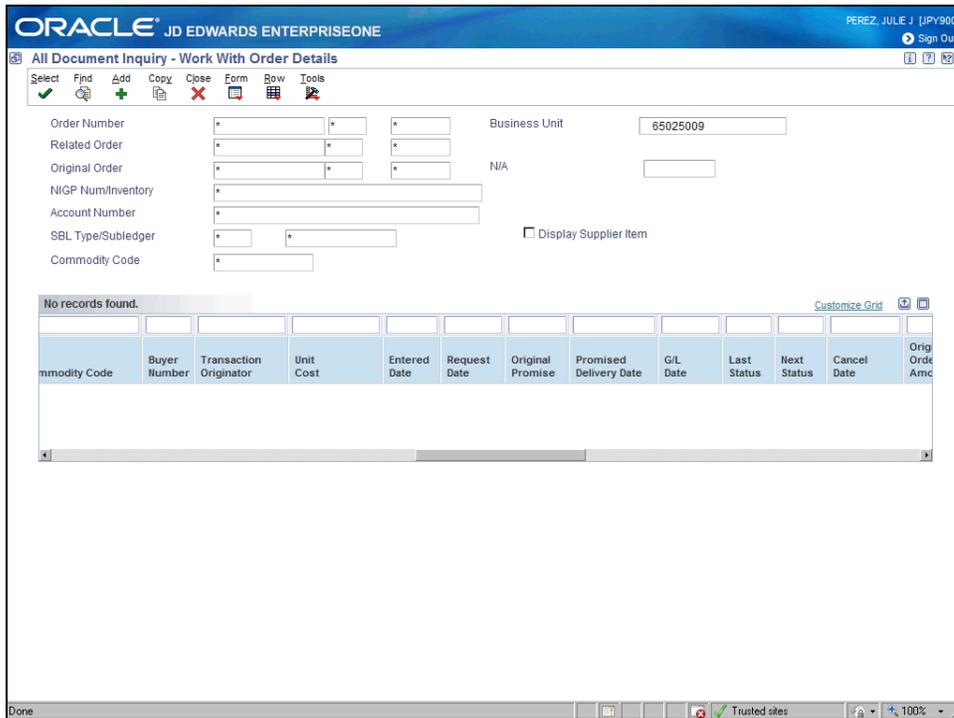
Step	Action
22.	<p>ROW Exit</p> <p>Additional details are available through the Row exit options.</p> <p>Users working with Inventory Stock can access Supply/Demand and Item Availability.</p>
23.	<p>Inquiring Approval Review results in a "Processing Option Status Invalid" error.</p> <p>All approval information is still accessible.</p> <p>Click Cancel to return to Work with Order Details screen.</p>
24.	<p>Click the Close button.</p> 
25.	<p>In this scenario, the end user wants to view all O6 Purchase Orders created after July 1, 2008 for a specific business unit.</p> <p>Searches are conducted using a combination of Header fields and the Query by Example (QBE) functionality in the grid.</p>
26.	<p>Click the All Document Inquiry link.</p> 



Training Guide

All Document Inquiry

Step	Action
27.	<input type="text" value="*"/>
28.	Enter valid Agency/Division Business Unit into the Business Unit field to view all Purchase Documents created with this business unit.
29.	Enter the order type into the Or Ty field in the grid.
30.	In the grid scroll to the Order Date column.



Step	Action
31.	<input type="text"/>
32.	Enter the desired information into the Entered Date field.
33.	Click the Find button. 

Records 1 - 10

Commodity Code	Buyer Number	Transaction Originator	Unit Cost	Foreign Unit Cost	Entered Date	Request Date	Original Promise	Promised Delivery Date	G/L Date	Last Status	Next Status
	576663	NISKMCKAY	447.0000	.0000	01/08/2...	01/08/2010	01/08/2010	02/08/2010	01/08/2010	280	999
	100087	NISAARCHUL	1.0000	.0000	11/10/2...	11/10/2009	11/10/2009	11/10/2009	11/18/2009	230	280
	100087	NISAARCHUL	1.0000	.0000	11/10/2...	11/10/2009	11/10/2009	11/10/2009	11/16/2009	230	280
	100087	NISAARCHUL	1.0000	.0000	11/10/2...	11/10/2009	11/10/2009	11/10/2009	11/16/2009	230	280
	100087	NISAARCHUL	1.0000	.0000	11/10/2...	11/10/2009	11/10/2009	11/10/2009	11/16/2009	230	280
	576663	NISJPEREZ	177.7400-	.0000	09/10/2...	09/10/2009	09/10/2009	09/10/2009	10/16/2009	400	999
	576663	NISJPEREZ	177.7400-	.0000	09/10/2...	09/10/2009	09/10/2009	09/10/2009	10/16/2009	400	999
	576663	NISJPEREZ	177.7400-	.0000	09/10/2...	09/10/2009	09/10/2009	09/10/2009	10/16/2009	400	999
	576663	NISJPEREZ	177.7400-	.0000	09/10/2...	09/10/2009	09/10/2009	09/10/2009	10/16/2009	400	999

Step	Action
34.	Click the Close button. 
35.	You have completed the All Document Inquiry course. End of Procedure.