

## BENEFITS

### Manage PO's more effectively

Purchase Order Request allows users to enter requests for the purchase of goods, get quotes from vendors, multi level approval of requisitions and automatic creation of an Authorized Purchase Order.

### Maintain security

PO Request module uses Dynamics Standard Security to limit access to viewers.

### Key Features

On Line Request for Purchase of goods with printable copy.

Email request for approval to supervisors.

Multiple Level Approval hierarchy can be based on dollar value of goods requested.

Request for quote from multiple vendors.

Automatic Purchase Order Creation on Approval.

Search Utility for tracking status of requisitions.

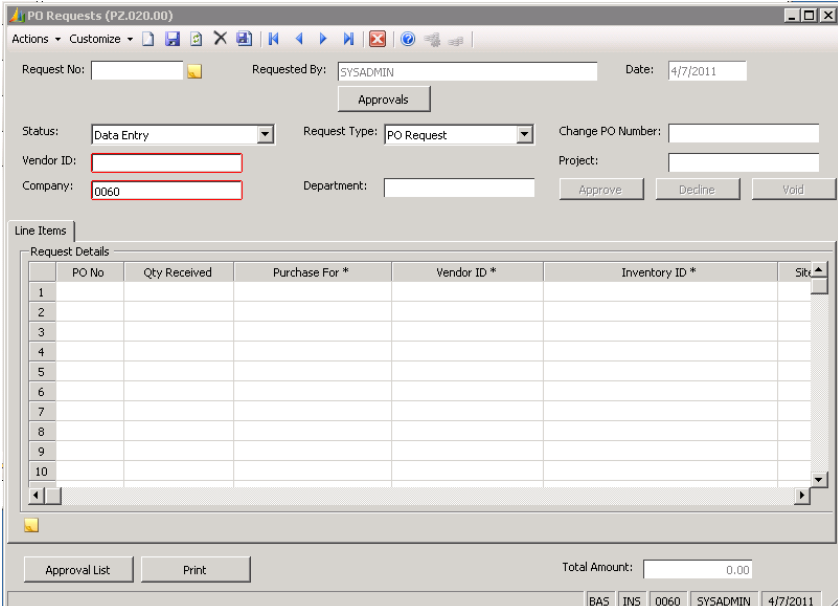
Unlimited Users

Seamless integration with Dynamics SL Accounts Payable, Purchasing, Inventory and other modules.

## Purchase Order Request

**Improve organization for your business** by tracking, analyzing and protecting purchase order requests from within Dynamics SL

**PO Request** simplifies the process of requesting and creating authorized purchase orders.



The screenshot shows the 'PO Requests (P2.020.00)' application window. It features a header with 'Request No.', 'Requested By: SYSADMIN', and 'Date: 4/7/2011'. Below this is an 'Approvals' button. The main form includes fields for 'Status' (set to 'Data Entry'), 'Request Type' (set to 'PO Request'), 'Change PO Number', 'Vendor ID', 'Company' (set to '0060'), 'Department', and 'Project'. At the bottom right of the form are 'Approve', 'Decline', and 'Void' buttons. A 'Line Items' section contains a table with columns for 'PO No.', 'Qty Received', 'Purchase For \*', 'Vendor ID \*', 'Inventory ID \*', and 'Sit'. The table has 10 rows. At the bottom of the window, there are 'Approval List' and 'Print' buttons, a 'Total Amount: 0.00' field, and a status bar with 'BAS INS 0060 SYSADMIN 4/7/2011'.

**Modify information and view requested purchase order.**

### Progressive System Solutions, Inc.

4019 Clarcona-Ocoee Rd., Orlando, FL 32810

Voice: (407) 523-7676 Fax: (407) 523-6366

Email: [sales@progsys.net](mailto:sales@progsys.net) - [www.progsys.net](http://www.progsys.net)