

eRequisition for PeopleSoft

eREQUISITION PROVIDES A FULLY FUNCTIONAL, EASY-TO-USE REQUISITION MANAGEMENT ADD-ON FOR ORACLE PEOPLESOFT ENTERPRISE.

Easy-to-use User Interface to Enter Requisitions

- Simple Interface to enter requisition.
- Functionality to order from PeopleSoft Item Master, Third Party Catalog, and Non Catalog / Special Request Items.
- Detailed Catalog Information including Inventory Indicator, Contract Item Indicator, Balance Quantity by Inventory Location, Category, Conversion Rates and lot more.
- Exhaustive search functionality to find the correct item to purchase.
- User Favorites and Template Requisitions for frequently ordered items.
- Ability to add attachments, comments, etc to be sent to PO, Receiving and Voucher.

The screenshot shows the 'eRequisition' interface with the following details:

- Business Unit:** POSHS
- Requisition #:** NEXT
- Status:** New
- Header Section:**
 - *Request Date: 09/16/2008
 - *Due Date: [Empty]
 - *Request Type: Regular
 - *Priority: Standard
 - *Requester: BEACHJ (Jacqueline Beach)
 - Save as Template:
 - Requisition Name: [Empty]
 - *Ship To: AKRON CITY
 - *Attention: Jacqueline Beach
 - Location Code: MOLEC LAB
 - *Department: 52256
 - Project: [Empty]
 - Bill Only?:
- Cart Summary:**

Item Master	1.607
Special	0.000
Total	1.607000 USD
- Select Items to Purchase:** Search Catalog, Favorite Items, Item Templates, Special Request
- Requisition Lines:**

Type	Category	Item ID	Description	*Quantity	UOM	Price	Amount	*Curr	Base Amou
Catalog	GLV00	00000000000020864	*Glove, Utility Yellow	2.0000	PR	0.80370	1.607	USD	

Flexible Approval Configuration

- Fully Configurable Approval Options.
- Multiple Levels of Approval. Approvals based on Amount, Categories, and ChartFields.
- Ability to add additional approvers.
- Sequential Approval as well as Parallel Approval options.
- Out-of-Office options allow for easy delegation of approval responsibility to other approvers.
- Easy Administration of Approvals.

- Email Notification and Escalations.

Requisition Dashboard

- Dashboard provides quick 360-degree view of the requisitions. User calls to the purchasing and Accounts Payable departments will reduce dramatically.
- Drill-down on the Requisition for more information on the specific requisition, MSR, Purchase Order, Receiving, Voucher and Payment Information – without providing access to PeopleSoft delivered pages.

Requisition Dashboard										
Search Requisitions										
Business Unit	POSHS	Requisition ID		Department						
Requester										
From Date	02/20/2008	To Date	02/28/2008	Search						

	Requisition ID	Requisition Date	Status	MSR?	PO?	Recd?	Vchr?	Check?	Priority	Request Type	Comme
1	1000568	02/28/2008	Pending Approval						Standard	Regular	
2	1000567	02/28/2008	Denied						Standard	Regular	
3	1000566	02/28/2008	Sent to Purchasing						Standard	Regular	
4	1000565	02/28/2008	Sent to Purchasing						Standard	Regular	
5	1000564	02/28/2008	Sent to Purchasing						Standard	Regular	
6	1000563	02/28/2008	Sent to Purchasing						Standard	Regular	
7	1000562	02/28/2008	Denied						Standard	Regular	
8	1000561	02/28/2008	Sent to Purchasing						Medium	Regular	

Tight Security and Control

- Built-in **ROW LEVEL SECURITY** controls access to sensitive data. Options include controlling access by requestor; by department and by assignee.
- **CATEGORY SECURITY** functionality prevents Requestors from ordering Item Categories they do not have access to.
- Requisitions pending approval can only be accessed by designated approvers or their designated assignees.
- 100% Tracking.

Tight Integration with PeopleSoft Purchasing & Inventory

- Inherits all setup data from PeopleSoft Purchasing. Very minimal additional setup.
- Uses the PeopleSoft delivered Item Master tables for Item Catalog AND uses a simplified catalog for Items not maintained in PeopleSoft
- Interfaces with Purchasing and Inventory
- Developed using PeopleTools and runs within your PeopleSoft application.

And Affordable ... Please call us for a Demo...

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