

Purchasing

The screenshot shows a Microsoft Access window titled "Microsoft Access - [Quick Purchase Order]". The main form is titled "Quick Purchase Order" and contains the following fields:

- Purchase Order: 94956
- Vendor: 1 | HMS
- For: Computer applications
- Needed By: 01-Oct-94
- Ship To: GG
- PO Amount: \$1,000.00
- Charge To: 011*

A "Ledger Lookup" window is overlaid on the main form, displaying a table with the following data:

Ledger	Description	Amt Left	
0111111080100	Reg. Staff Wages-GF-GG	\$163,394.50	Select
0111111080110	Retirement- GF-GG	(\$777.36)	Select
0111111080120	Health Insurance-GF-GG	(\$2,733.18)	Select
0111111080130	Medicare-GF-GG	(\$140.30)	Select
0111111080131	FICA-GF-GG	\$0.00	Select
0111111080140	Workman Comp.-GF-GG	(\$982.83)	Select
0111111080150	Unemployment-GF-GG	(\$403.51)	Select
0111111080161	Personal Time-GF-GG	(\$614.32)	Select
0111111080162	Unk. Time-GF-GG	\$0.00	Select

Overview

The emGovPower Purchasing module organizes the approved Requisitions into suitable purchase orders. Bid processing and evaluation is included along with complete budget control at all levels. Automated encumbrances are generated into G/L for purchase orders.

Differentiating Functionality

- Centralized People-Organizations
- Automatic interface to Requisitions
- Automated approval process
- Automatic encumbrance management
- Complete vendor history with drill-down
- Unlimited PO items and distributions
- Lookup to G/L for distribution and budget

Business Benefits

- Interface to Requisitions and G/L assures proper distributions and budget controls
- Automated requisition approval process assures budget control
- Bid processing supports purchasing departments vendor interfacing
- Complete vendor inquiry with drill-down simplifies and speeds query response

