View Purchase Orders

PROGRAM NAME: POVW1
MENU OPTION TITLE: View Purchase Orders
MAIN MODULE: PURCHASE ORDER PROCESSING
HELP KEY ACTIVE: YES

PROGRAM OVERVIEW

This program is used to view a purchase order but does not allow you to edit any information. For a complete description of all these fields see the documentation for the {POENTRY} program.

There are two totals on screen, of which one is the purchase order total and the second is the balance remaining to be shipped.

PROGRAM OPERATION

VENDOR: You can look up a purchase order by the vendor. This field is indexed so you can use <IFF> to search for a vendor. Unlike the purchase order entry program, you can return by this field to go directly to the PO number field.

PO NUMBER: You can search for a purchase order by the purchase order number. This field is indexed so you can use <IFF> to search for a purchase order number.

(S)ee More, (H)istory, or (Q)uit? If there are more than three products purchased on this P.O., you can scroll through the list of products by entering and <S> here.

If you want to see the history of a product you can enter <H> here then you will be asked t **Enter the LINE # to view item history**.   Enter the line number of the item you want to see history on then press <ENTER>. This will produce a screen with a history of P.O.s that purchased this product. Hit <S> to see more of this listing or <Q> to quit back to the view purchase order screen.

Enter a <Q> to quit back to view another purchase order.

Look up another purchase order now or hit <ESC> to return to the menu.