

Government

Acceptor

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This demonstration provides an overview of ECP0739, Expand Search Capability.
This presentation contains audio narrative. Please adjust your volume accordingly.

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Wide Area Workflow

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Search Criteria - Acceptance Folder

FOUO - Privacy Sensitive:

Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

DoDAAC * / Extension

Contract Number

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension

Shipment No.

SSN / Confirm SSN

Tax Id (EIN)

Type Document

All Documents

Status

All Documents

Government and Government Support Contractors now have extended search capability by DoDAACs and Extensions in existing work / history folders.

In addition, Government roles now have extended search capability by Contract Number and Delivery Order Number combination in a new view only folder.

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Search Criteria - Acceptance Folder

FOUO - Privacy Sensitive:

Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

DoDAAC * / Extension	
<input type="text" value="Select Location Code"/>	<input type="text"/>
Contract Number	
<input type="text"/>	<input type="text"/>
Reference Procurement Id	
<input type="text"/>	
Vendor (Payee) / Vendor (Payee) Extension	Ship From / Ship From Extension
<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>
Shipment No.	Invoice Number
<input type="text"/>	<input type="text"/>
SSN / Confirm SSN	Tax Id (EIN)
<input type="text"/> <input type="text"/>	<input type="text"/>
Type Document	Status
<input type="text" value="All Documents"/>	<input type="text" value="All Documents"/>

An Extension field has been added to the Search Criteria page. This field is disabled by default.



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Search Criteria - Acceptance Folder

FOUO - Privacy Sensitive:

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DoDAAC * / Extension

When the user selects a base DoDAAC (no associated extension) the Extension field becomes active and the user can enter an extension. Documents with a matching DoDAAC and Extension will be returned in the search.

If the user leaves the Extension blank all documents with a matching DoDAAC will be returned in the search.

Contract Number

Reference Procurement Id

Vendor (Payee) / Vendor (Payee) Extension

Ship From / Ship From Extension

Shipment No.

Invoice Number

SSN / Confirm SSN

Tax Id (EIN)

Type Document

Status

Wide Area Workflow

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Search Criteria - Acceptance Folder

FOUO - Privacy Sensitive:

Privacy Act Statement - This information is protected under the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or both.

DoDAAC * / Extension <input type="text" value="FU4417/WL"/> <input type="text"/>	
Contract Number <input type="text"/>	
Reference Procurement Id <input type="text"/>	
Vendor (Payee) / Vendor (Payee) Extension <input type="text"/> <input type="text"/>	Ship From / Ship From Extension <input type="text"/> <input type="text"/>
Shipment No. <input type="text"/>	Invoice Number <input type="text"/>
SSN / Confirm SSN <input type="text"/> <input type="text"/>	Tax Id (EIN) <input type="text"/>
Type Document <input type="text" value="All Documents"/>	Status <input type="text" value="All Documents"/>

If the user selects a DoDAAC that has an Extension, the Extension field is inactive.
Any documents with a matching DoDAAC and Extension will be returned in the search.

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Wide Area Workflow

User Government Property Transfer Documentation Lookup Logout

Search

FOUO

Privacy both.

DoDAAC

FU4

Contract

Reference

Vendor

Ship To

SSN / Confirm SSN

Type Document

All Documents

Create Document

Acceptance Folder

History Folder by DoDAAC

History Folder by User

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Post Payment Review Folder

Suspended CEFT Transactions Folder

Saved Documents Folder

Pure Edge Folder

View Parameters

View Only Folder (DoDAAC)

View Only Folder (Contract Number)

View Only Saved Documents Folder

View Only Pure Edge Folder

the Privacy Act of 1974 and shall be handled as "FOR OFFICIAL USE ONLY." Violations may be punishable by fines, imprisonment, or

Delivery Order

The View Only Folder has been renamed to View Only Folder (DoDAAC).
A View Only Folder (Contract Number) has been added to the menu. This folder is automatically added for any Government or Government Support Contractor role.

Submit Help

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Search Criteria - Acceptor View Only Folder By Contract Number

Search For	
Active Documents ▼	
Contract Number *	Delivery Order
<input type="text"/>	<input type="text"/>
Result Size	Result Font
20 items ▼	13px ▼

The View Only Folder (Contract Number) page is displayed. Users can search for Active and Archive documents.

Users can search by Contract Number and Delivery Order combination. Partial search by Contract Number and Delivery Order is not allowed. A search will not be limited to the document status associated with the folder.

[Submit](#) [Help](#)

Acceptor View Only from Active Folder for Contract Number 'HQ0339W123456' (2 items, sorted by Contract Number Ascending)

Item	Type	Vendor (Payee)	DUNS	DUNS+4	Ext	Contract Number ▲	Delivery Order	Shipment Number	Action DoDAAC	Submitted	Shipped	Acce
1	Receiving Report S/S	06481	039134218			HQ0339W123456		SHIP113		2012-02-13	2012-02-13	
2	Receiving Report S/S	06481	039134218			HQ0339W123456		SHP1111		2012-02-13	2012-02-13	

Upon hitting "Submit" the documents for the Contract Number are displayed.

Action DoDAACs for Shipments and Invoices are displayed as well.

NOTE: Documents created with version 5.5.0 and later will contain Action DoDAACs. Documents created prior to version 5.5.0 will have to be manually inspected to determine the Action DoDACCs.

[\[-\] Shipment](#) [\[-\] Invoice](#)

[Return](#)

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This concludes the overview of ECP0739, Expand Search Capability.

Help