

# Synchronize Rolled PO for Req Info

**Purchase Order Encumbering** 39 - The Train USD QSS/OASIS

File Options Help

- Save and Return F2
- Save F9
- Set Override Password Alt+P
- Change Purchase Order Ctrl+F9
- Extend Purchase Order Ctrl+F1
- Change Order Ctrl+F2
- Delete Purchase Order Ctrl+F8
- Inspect Purchase Order Ctrl+F5
- Delete Row Ctrl+F7
- Add Account Ctrl+Shift+F6
- Change Account Ctrl+Shift+F9
- Return Additional Address F8
- PO/Req Xyr Synchronize Ctrl+C**
- PO/Req Xyr Remove Synchronization Ctrl+U
- Grid Output Shift+F11
- Print Screen F11
- View PDF Files
- PO Quick View Ctrl+F11
- PO Quick View Settings
- Clear PO Quick View Settings
- First Shift+F5
- Previous F5
- Next F6
- Last Shift+F6

Requisition

Requisition:

Submitted by:

Ship to:

Remit

QSS  
867 AMERICAN ST.  
2ND FLOOR (UPSTAIRS)  
(REMIT ONLY)  
SAN CARLOS, CA 94070

tr Ste Mngr	Amount	Status
00-000-0000	\$3,247.50	

Total PO Amount: \$3,247.50

# Synchronize (F9) after Review

PO/Req Xyr Synchronize 39 - The Train USD QSS/OASIS

File Options

Synchronize Close

FY: 09 RQ: 000010 PO: 000010 VE: 000001/00 QUINTESSENTIAL SCHOOL SYSTEMS **InspectMode**

Change Order: 01 Date Paid: N/A Date Printed: N/A  DAPD-02/10/2009-14:26:01

New Requisition Number To Assign: 000010

Requisition

Requisition: 000010 Purchase Order: 000010 Control #: Warehouse: Stores Order:

Vendor/Addr#: 000001 / 00-867 AMERICAN STRE Date: 07/19/2008

PO Type: PO - PURCHASE ORDER Delivery By: 08/31/2008 Confirming: 0 - No confirmation message

Description: DAP'S TEST REQUISITIONxxxxxxxx Tax %: 8.250 % Ship To: 0011 ALTA VISTA SCHOOL (0011)

Submitted by: COPY OF DAPSTER DAPPERMAN Terms: Commodity: BOOKS THAT ARE NOT TEXTBOOKS

Site: 0600 DISTRICT CORP.YARD (0600) FOB:

Buyer: PAD - DAPMAN THE BUYER MAN Program: Misc Date: Misc:

Routing Group: Room: Shipping %:

Accounts

Ln	Fnd	Resc	Y	Objt	SO	Goal	Func	Cst	Ctr	Ste	Mngr	Prior Encumbrance	Remaining Balance
1.	010	0000	0	4300	00	0000	0000	0000000	000	0000		3,247.50	3,247.50

Address (00) Additional Shipping Beg Message End Message

Vendor

QUINTESSENTIAL SCHOOL SYSTEMS  
867 AMERICAN STREET  
SECOND FLOOR  
SAN CARLOS, CA 94070

Remit

QSS  
867 AMERICAN ST.  
2ND FLOOR (UPSTAIRS)  
(REMIT ONLY)  
SAN CARLOS, CA 94070

# Synchronize Confirmed

**Purchase Order Encumbering** 39 - The Train USD QSS/DASIS

File Options Help

Save and Return Save Change Extend Delete PO Change Order

PO: 000010 RQ: 000010 VE: 000001/00 QUINTESSENTIAL SCHOOL SYSTEMS **InspectMode**

PO/Req Successfully resynced. [Date Printed: N/A](#) [Date Paid: N/A](#) [Change Order: N/A](#)  [DAPX-06/03/2014-07:02:34](#)

**Purchase Order**

Purchase Order:  [Attachment Req/PO: N/N](#)

Description:

Date:  Date Paid:

Status:

Vendor:  /

PO Type:

**Requisition**

Requisition:

Submitted by:

Ship to:

**Address (00) Additional**

**Vendor**

QUINTESSENTIAL SCHOOL SYSTEMS  
867 AMERICAN STREET  
SECOND FLOOR  
SAN CARLOS, CA 94070

**Remit**

QSS  
867 AMERICAN ST.  
2ND FLOOR (UPSTAIRS)  
(REMIT ONLY)  
SAN CARLOS, CA 94070

Delete Selected Row  Add Account  Change Account

Ln	Fnd	Resc	Y	Objt	S0	Goal	Func	CstCtr	Ste	Mngr	Amount	Status
▶ 1.	L			010-0000-0-4300-00-0000-0000-000000-000-0000							\$3,247.50	<input type="text"/>

Total PO Amount:

# Remove Synchronization

The screenshot shows the 'Purchase Order Encumbering' application window. The title bar includes '39 - The Train USD' and 'QSS/OASIS'. The 'Options' menu is open, displaying various actions such as 'Save and Return', 'Change Order', and 'PO/Req Xyr Remove Synchronization'. The main window displays a requisition for 'ALTA VISTA SCHOOL' with a total amount of \$3,247.50.

**Application Title:** Purchase Order Encumbering

**Window Title:** 39 - The Train USD QSS/OASIS

**Menu Items:**

- Save and Return (F2)
- Save (F9)
- Set Override Password (Alt+P)
- Change Purchase Order (Ctrl+F9)
- Extend Purchase Order (Ctrl+F1)
- Change Order (Ctrl+F2)
- Delete Purchase Order (Ctrl+F8)
- Inspect Purchase Order (Ctrl+F5)
- Delete Row (Ctrl+F7)
- Add Account (Ctrl+Shift+F6)
- Change Account (Ctrl+Shift+F9)
- Return Additional Address (F8)
- PO/Req Xyr Synchronize (Ctrl+C)
- PO/Req Xyr Remove Synchronization (Ctrl+U)
- Grid Output (Shift+F11)
- Print Screen (F11)
- View PDF Files
- PO Quick View (Ctrl+F11)
- PO Quick View Settings
- Clear PO Quick View Settings
- First (Shift+F5)
- Previous (F5)
- Next (F6)
- Last (Shift+F6)

**Requisition Details:**

- Requisition: 000010
- Submitted by: COPY OF DAPSTER DAPPERMAN
- Ship to: 0011 ALTA VISTA SCHOOL

**Remit Address:**

QSS  
867 AMERICAN ST.  
2ND FLOOR (UPSTAIRS)  
(REMIT ONLY)  
SAN CARLOS, CA 94070

Tr Ste Mngr	Amount	Status
00-000-0000	\$3,247.50	

**Total PO Amount:** \$3,247.50

# Remove Synchronize (F9) after Review

PD/Req Xyr Remove Synchronization 39 - The Train USD QSS/OASIS

File Options

Remove Synchronization Close

FY: 10 RQ: 000010 PO: 000010 VE: 000001/00 QUINTESSENTIAL SCHOOL SYSTEMS InspectMode

Change Order: 01 Date Paid: N/A Date Printed: N/A  DAPD-05/31/2010-13:09:07

Requisition

Requisition: 000010 Purchase Order: 000010 Control #: Warehouse: Stores Order:

Vendor/Addr#: 000001 / 00-867 AMERICAN STRE Date: 07/19/2009

PO Type: PO - PURCHASE ORDER Delivery By: 08/31/2009 Confirming: 0 - No confirmation message

Description: DAP'S TEST REQUISITIONxxxxxxxx Tax %: 8.250 % Ship To: 0011 ALTA VISTA SCHOOL (0011)

Submitted by: COPY OF DAPSTER DAPPERMAN Terms: Commodity: BOOKS THAT ARE NOT TEXTBOOKS

Site: 0600 DISTRICT CORP.YARD (0600) FOB:

Buyer: PAD - DAPMAN THE BUYER MAN Program: Misc Date: Misc:

Routing Group: Room: Shipping %:

Accounts

Ln	Fnd Resc Y	Objt SO	Goal Func	CstCtr	Ste Mngr	Prior Encumbrance	Remaining Balance
1.	010-0000-0	4300-00	0000-0000-0000000-000-0000			3,247.50	3,247.50

Address (00) Additional Shipping Beg Message End Message

Vendor

QUINTESSENTIAL SCHOOL SYSTEMS  
867 AMERICAN STREET  
SECOND FLOOR  
SAN CARLOS, CA 94070

Remit

QSS  
867 AMERICAN ST.  
2ND FLOOR (UPSTAIRS)  
(REMIT ONLY)  
SAN CARLOS, CA 94070

# Remove Synchronization Confirmed

**Purchase Order Encumbering**      39 - The Train USD      QSS/OASIS

File   Options   Help

Save and Return   Save   Change   Extend   Delete PO   Change Order   Notes

**PO: 000010   RQ: n/a   VE: 000001/00   QUINTESSENTIAL SCHOOL SYSTEMS**      **InspectMode**

**PO/Req successfully removed synchronization.**      **Date Printed: N/A   Date Paid: N/A   Change Order: 01   DAPD-05/31/2010-13:09:07**

**Purchase Order**

Purchase Order:    [Attachment Req/PO: N/N](#)

Description:

Date:    Date Paid:

Status:

Vendor:  /

PO Type:

**Requisition**

Requisition:

Submitted by:

Ship to:

**Address (00)   Additional**

**Vendor**

QUINTESSENTIAL SCHOOL SYSTEMS  
867 AMERICAN STREET  
SECOND FLOOR  
SAN CARLOS, CA 94070

**Remit**

QSS  
867 AMERICAN ST.  
2ND FLOOR (UPSTAIRS)  
(REMIT ONLY)  
SAN CARLOS, CA 94070

✕ Delete Selected Row   + Add Account   Change Account

Ln	Fnd	Resc	Y	Objt	S0	Goal	Func	Cst	Ctr	Ste	Mngr	Amount	Status
▶ 1.	L	010-0000-0-4300-00-0000-0000-000000-000-0000										\$3,247.50	

Total PO Amount:

# New FY Budget Check Control (Reqs)

- Usersec: POXBAL
- Overrides District / PXENCM setting
- Set up to four (4) year range settings
- Example Parm: "2008-2008HHH;2009-2009SSS"