EDI TRAINING AND INSTALLATION

Rom.ico

What's it all About

What Changes will I see?

- As a user EDI is virtually seamless
- Instead of Mailing the 1155 you will SALTS it out
- Your PO will be updated to show current contract information
- Some new reports

What will EDI do?

- EDI will save $12 in processing cost per 1155 cut

- EDI will enable you to order instantly from anywhere in the world

- EDI will limit the number of UNMATCHED EXPENDITURES

NECO

857

850

850

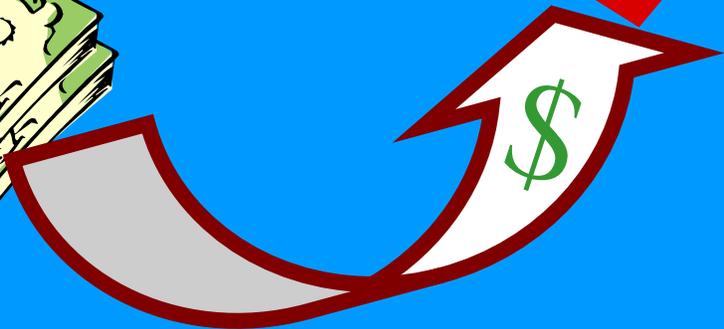SHIP

VENDOR

How does it all Work?

857

Transmittal

$

DFAS

How do I get EDI?

- A simple auto executable DAP

  Turns on EDI and your ready to roll

  You must be updated to Resource CD 13

File   Edit   View   Favorites   Tools   Help

Back   ·   Search   Folders

Address   C:\Documents and Settings\NEXCOM ROM SUPPORT\Desktop\EDIDAP boxer   Go

File and Folder Tasks

- Rename this file
- Move this file
- Copy this file
- Publish this file to the Web
- E-mail this file
- Delete this file

Other Places

- Desktop
- My Documents
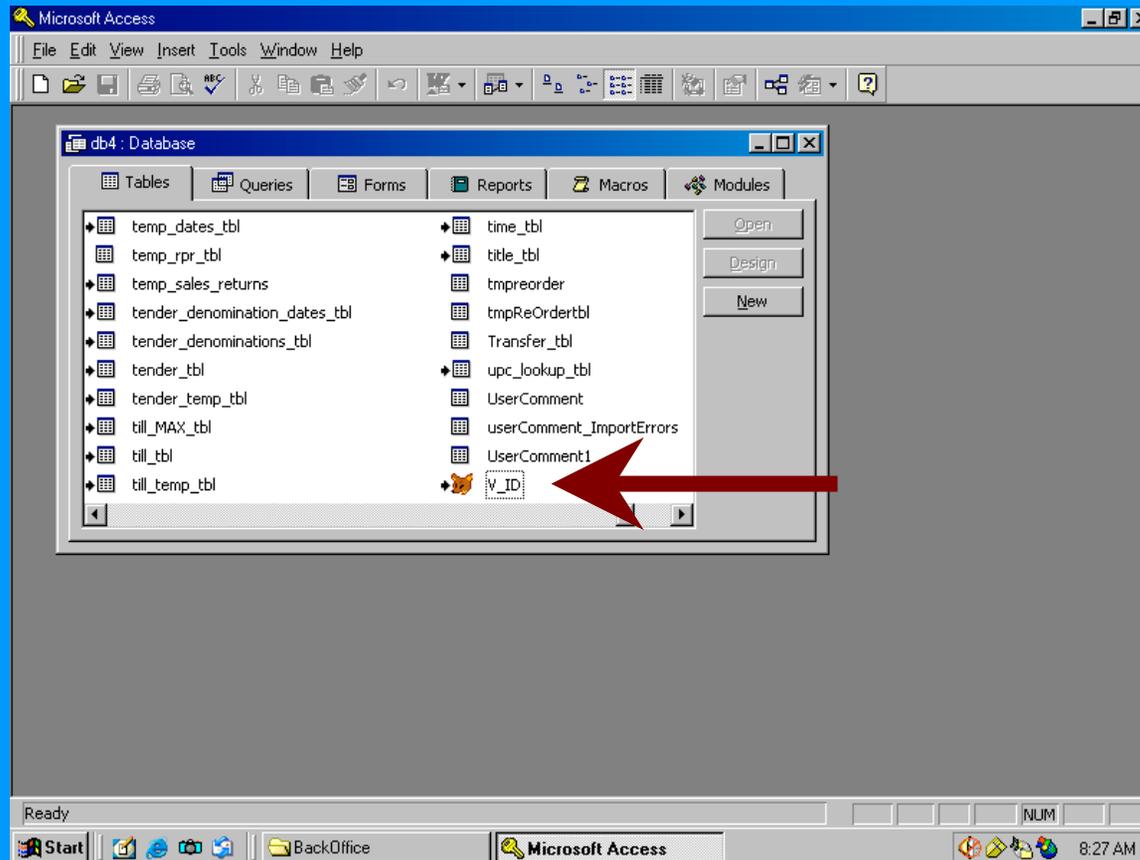- Shared Documents
- My Computer
- My Network Places

Details

DAP137
Microsoft Access MDE Database
138 KB

InstallDAP137
Microsoft Word Document
19 KB
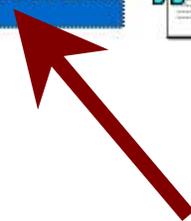
As a ROM TECH you will see changes in the Database FOX V_ID

In the contractor column EDI will appear next to the VID for those vendors who are onboard

Future Updates to the V_ID will be imbedded in the SSEC, on the Resource CD
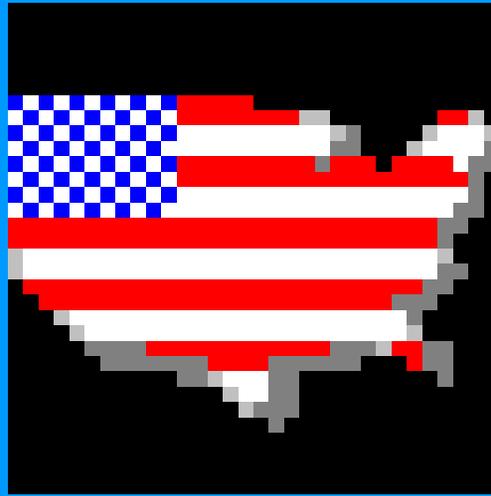
Ssec.exe

EDI Functions are now Available

ROM II [Version 241-01.01.00]

POS Assign Till
POS Reconcile Till
Inventory Movement
EDI Functions
Reports
Financial Accounting
Inventory Count Functions
Ship's Constants
Utilities
Lookup Tables
Exit

ASL
ACB
Export Sales Data

But first let's look at "Ship's Constants"

USE OF THIS OR ANY OTHER DOD INTEREST COMPUTER SYSTEM CONSTITUTES A CONSENT TO MONITORING AT ALL TIMES. This is a Department of Defense (DOD) interest computer system. All DOD interest computer systems and related equipment are intended for the communication, transmission, processing, and storage of official U.S. Government or other authorized information only. All DOD interest computer systems are subject to monitoring at all times to ensure proper functioning of equipment and systems including security devices and systems, to prevent unauthorized use and violations of statutes and security regulations, to deter criminal activity, and for other similar purposes. Any user of a DOD interest computer system should be aware that any information placed in the system is subject to monitoring and is not subject to any expectation of privacy.
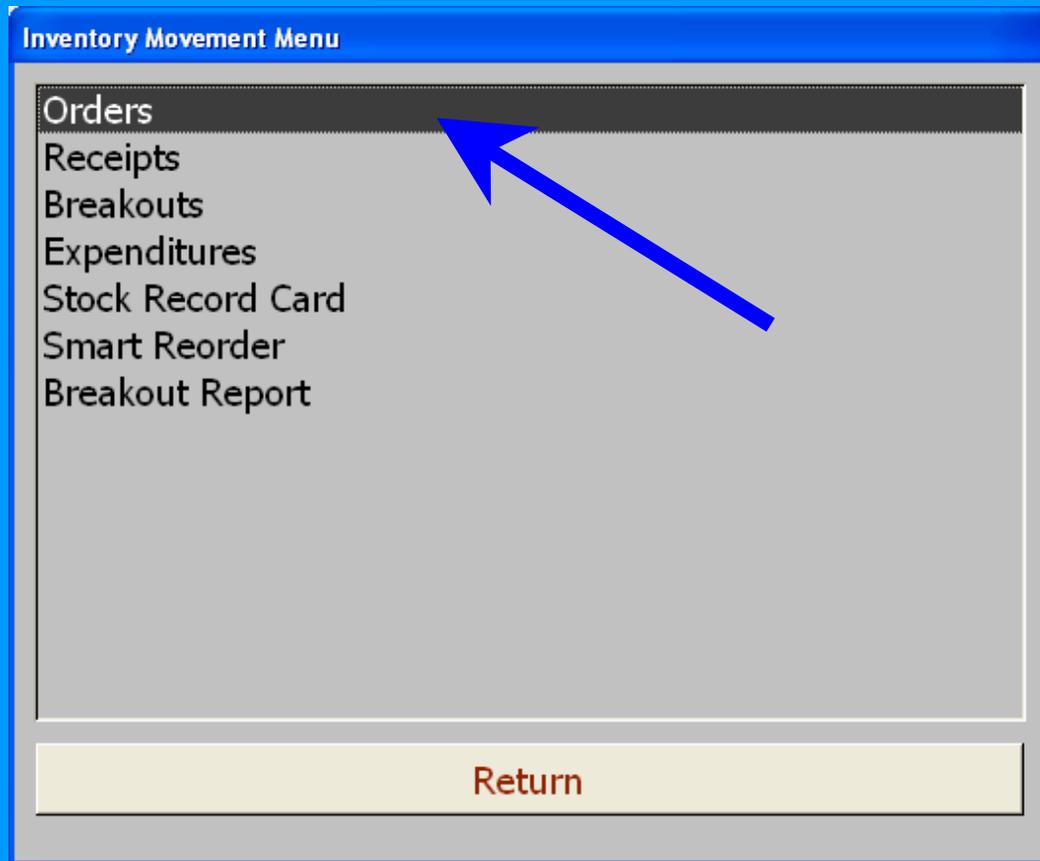
If monitoring of this or any other DOD interest computer system reveals possible evidence of violation of criminal statutes, this evidence and any other related information, including identification information about the user, may be provided to law enforcement officials. If monitoring of this or any other DOD interest computer system reveals violations of security regulations or unauthorized use, employees who violate security regulations or make unauthorized use of DOD interest computer systems are subject to appropriate disciplinary action.
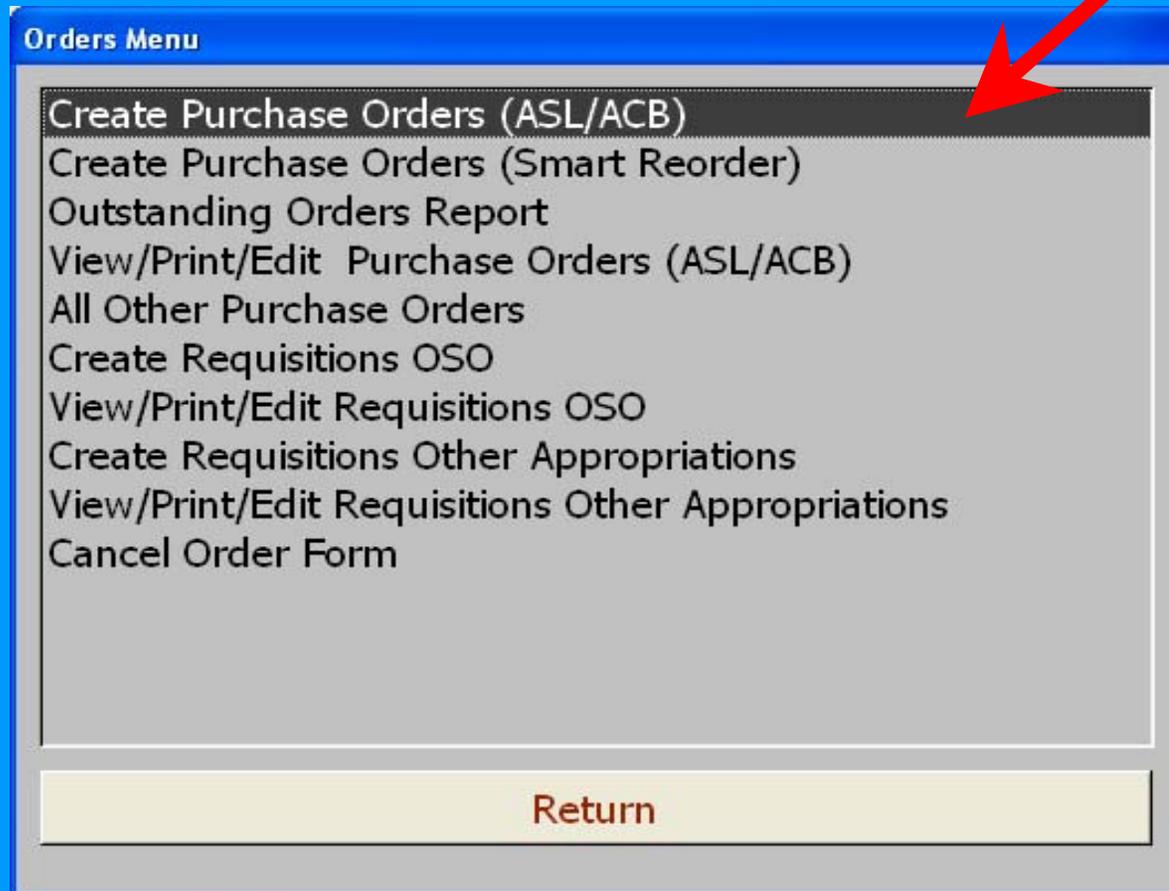
Now You are EDI

- You will be turned on!
- And Assigned a SPIN Code

Do Business as Normal

Order from the ASL/ACB

Orders Menu

Create Purchase Orders (ASL/ACB)
Create Purchase Orders (Smart Reorder)
Outstanding Orders Report
View/Print/Edit Purchase Orders (ASL/ACB)
All Other Purchase Orders
Create Requisitions OSO
View/Print/Edit Requisitions OSO
Create Requisitions Other Appropriations
View/Print/Edit Requisitions Other Appropriations
Cancel Order Form

Return

Select your Items & generate the Orders

View and Edit

Some Changes here

- Note the EDI is highlighted

Changes on this screen too

- Confirm Order and Generate 850

What's an 850?

- Simply, it's your Purchase Order in an Electronic format
- You will put the 850 on disk and SALTS it out

Same screen as normal

Orders Updating and Management

Order Search
V21658-4252-9761 ▾

Print DD-1155	Delete Order
Add/View Line Items	Confirm Order and Generate 850	Return

Order Information

Order Number V21658-4252-9761   Date of Order 08-Sep-2004   Order Confirmed ☐

Contract/Payment Information

Contractor   **Administer By**   **Payment UIC**

02-D-0923   EDI ORDER
N00189-02-D-0923
S & K SALES COMPANY
2500 HAWKEYE COURT
VIRGINIA BEACH, VA 23452

WARNING ✕

⚠ AFTER CONFIRMING A PURCHASE ORDER, YOU WILL NOT BE ABLE TO MAKE ANY
CHANGES TO IT.

[OK]   [Cancel]

Delivery to FOB 10-Sep-2004

Discount Terms %

Delivery FOB
⊙ Destination
○ Other

Statement 1 FAST PAY PROCEDUR ▾
Statement 2 ▾
Statement 3 ▾
Reference Comment

Ship To Information

Issued By
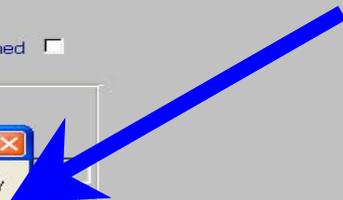SALES OFFICER
USS Anzio CG 68
Pier 4, NOB
Norfolk, VA, 23511

Ship To
SALES OFFICER
USS Anzio CG 68
Pier 4, NOB
Norfolk, VA, 23511

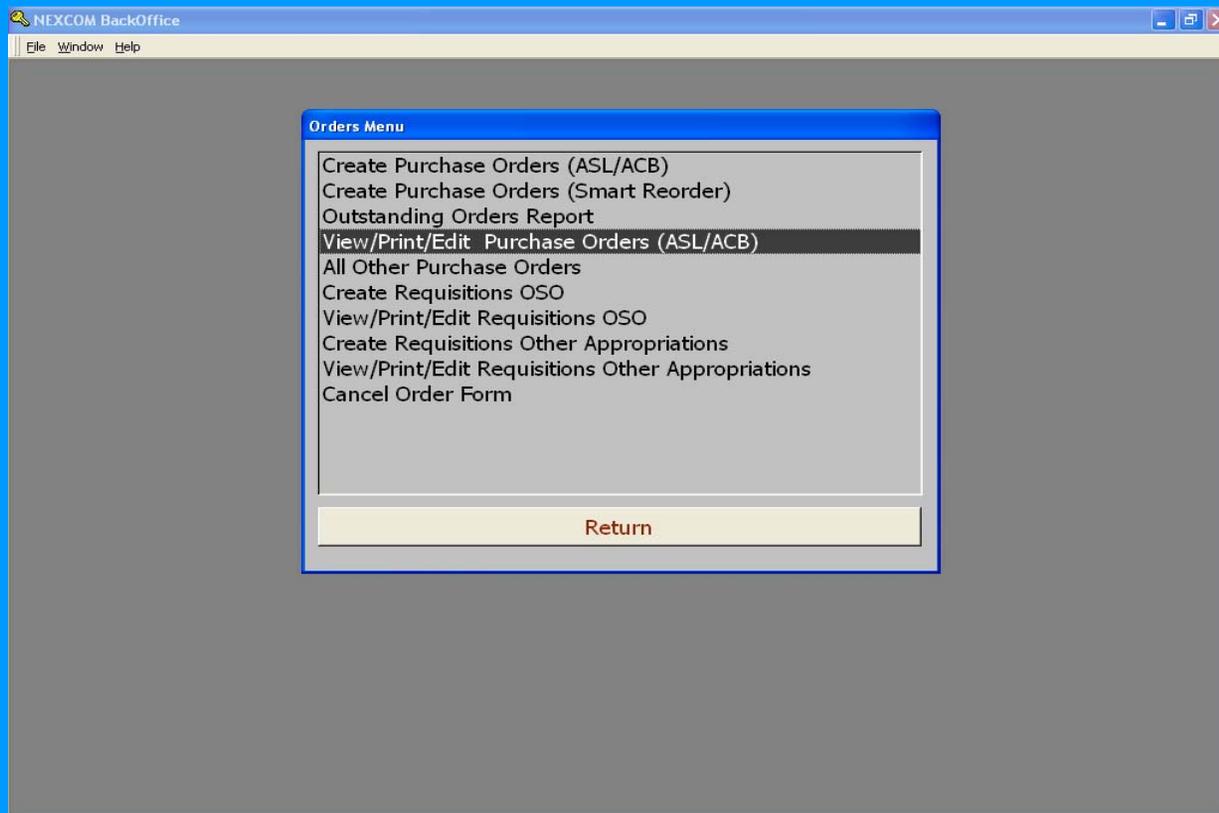**Ships Address**
⊙ PierSide Address
○ FPO Address

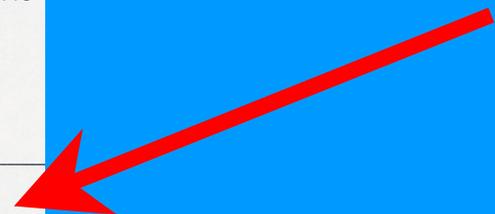# Here's a change, Get a floppy disk ready

When you print the 1155 for the RK file you will see a BIG change!

ORDER FOR SUPPLIES OR SERVICES DD-1155		RECEIVE NUMBER		CONFIRMED		CERTIFIED FOR NATIONAL DEFENSE UNDMS REG 100

| 1. (PURCHASE ORDER NO.) N00189-03-D-0939 | 2. DELIVERY ORDER NO | 3. DATE OF ORDER 30-Jul-04 | 4. REQUISITION / ORDER NO V21658-4212-9746 | |

6. ISSUED BY UIC V21658 USS Anzio CG 68 FPO AE 09564-1188	7. ADMINISTERED BY COMNAVSURFLANT CODE N412	8. DELIVERY FOB ☑ Destination ☐ Other

9. CONTRACTOR 03-D-0939 EDI ORDER	10. Delivery to FOB Point By (DATE) 30-Jul-04	11. MARK IF BUSINESS
Name and Address C. LLOYD JOHNSON COMPANY, INC. 8031 HAMPTON BLVD. NORFOLK, VA 23505	12. Discount Terms NET 30	☐ Small
	13. Mail Invoices to SEE BLOCK 15	☐ Small Disadvantage ☐ Women Owned

14. SHIP TO: SALES OFFICER USS Anzio CG 68 Pier 4, NOB Norfolk, VA, 23511	15. PAYMENT WILL BE MADE BY N60951 DEFENSE FINANCE & ACCOUNTING SERVICE NORFOLK OPERATION LOCATION, CODE NVN 9712 VIRGINIA AVENUE	MARK ALL PACKAGES AND PAPERS WITH CONTRACT OR ORDER NUMBER

16. ORDER TYPE	This delivery order is issued on another Government agency or in accordance with and subject to terms an conditions of above numbered contract.
Delivery ☑ Purchase ☐	Reference Your Furnish the following of terms specified herein. ACCEPTANCE. THE CONTRACTORY HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY BEEN OR IS NOW MODIFED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH AND AGREES TO PERFORM THE SAME.

NAME OF CONTRACTOR	SIGNATURE	TYPED NAME AND TITLE	DATE SIGNED
☐ If this box is marked, supplier must sign Acceptance and return the following number of copies:			

17. Accounting and Appropriation Data

Appropriation Symbol And SubHead	Object class	Bureau Control No.	Sub Allot	Authorization Acct'g Act'y	Trans Type	Property Acct'g Act'y	Cost Code	Amount
97X4930.NC1A	000	21001	0	000250	7C	V21658	000042129746	$103.68

Stock #	Description PO # V21658-4212-9746		Quantity	Unit	Unit Price	Amount
0500000393	CANDY SNICKER		288	EA	$0.3600	$103.68
		25.			**Total:**	$103.68

FAST PAY PROCEDURES APPLY. THE SIGNED ORIGINAL OF THIS ORDER MUST ACCOMPANY THE INVOICE AT TIME OF SUBMISSION TO DAO OF PAYMENT. ONE COMPLY OF THE INVOICE MUST BE MAILED TO THE SHIP CARE OF FLEET POST OFFICE ADDRESS.

If quantity accepted by the Government is same as quantity ordered, circle the amount. If different, enter actual quantity ordered and circle.	24. UNITED STATES OF AMERICA
	EDI order - Not Valid For Payment

26. QUANTITY IN COLUMN 20 HAS BEEN	27. SHIP NO.	A. KACZUR, LTJG,SC,USNR
☐ INSPECTED ☐ RECEIVED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS	☐ PARTIAL ☐ FINAL	
DATE SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	31. PAYMENT	
36.	☐ COMPLETE ☐ PARTIAL ☐ FINAL	
DATE SIGNATURE AND TITLE OF CERTIFYING OFFICER		

37. RECEIVED AT	38. RECEIVED BY	39. DATE RECEIVED	40. TOTAL CONTAINERS	41. S/R ACCOUNT NUMBER	41. S/R VOUCHER NO.

Run Date 30-Jul-04   Page 1 of 1

No Signature is required on the 1155

But the 1155 can't be used for Payment

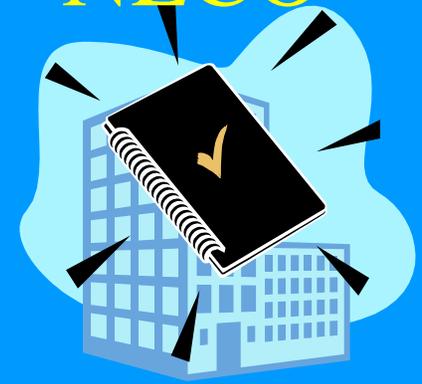# Take your floppy to the SALTS terminal

- You need a SALTS account set up by IT support
- Also if you need training on SALTS the IT's or SK's can provide
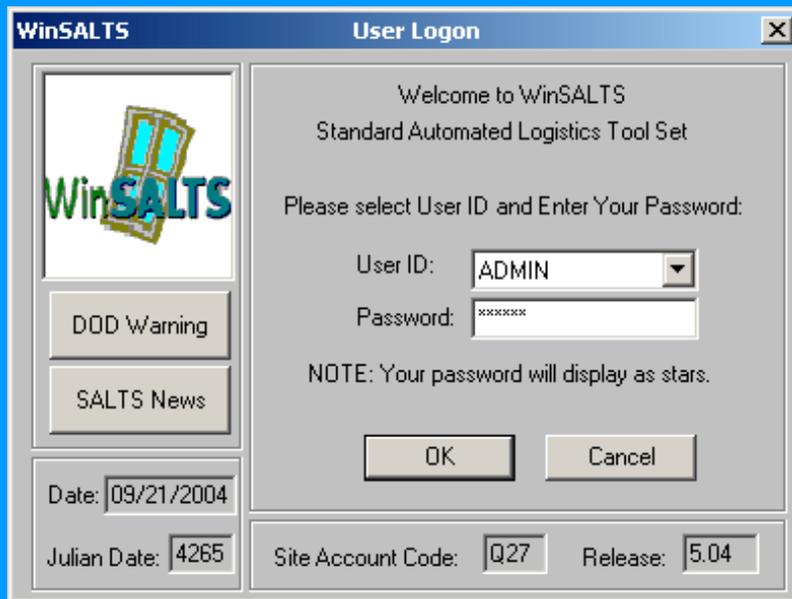
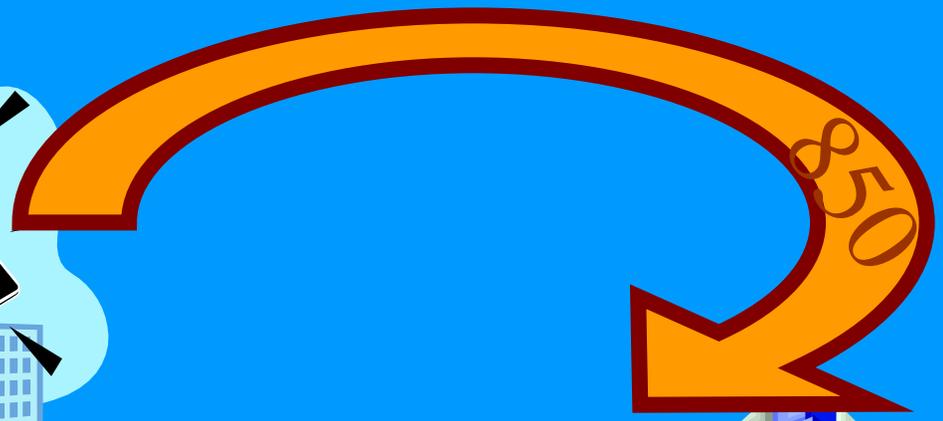850

850

NECO

SHIP

Your Order goes to NECO

Why SALTS?

- Comes up even if email is not

- Greater band width

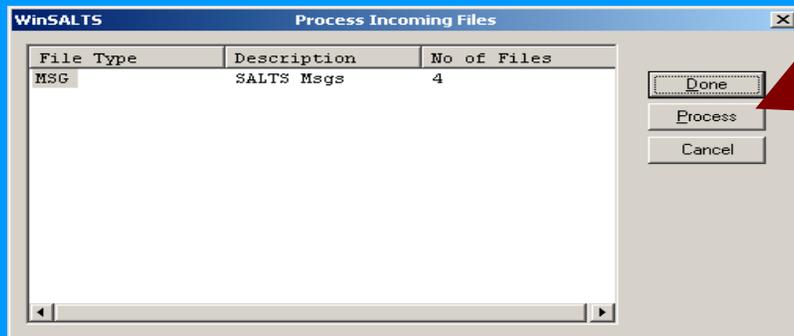- Accepts the NECO format easily

- Moves data in and out simultaneously

SHIP

NECO

VENDOR

NECO SENDS THE ORDER TO THE VENDOR

When you are logged on SALTS you may get back a 857 file from NECO

- What's an 857?
- It updates your PO information with the VENDOR'S Shipping information and prices

WinSALTS	Process Incoming Files		×
File Type	Description	No of Files	
MSG	SALTS Msgs	4	

Done
Process
Cancel

Process the EDI files to a floppy

What's a NECO? Navy Electronic Commerce Online

NECO

857

857

SHIP

VENDOR

Up-Load the 857

- It will update the 1155 to show the current contract price and the quantity shipped by the vendor

Select Download Incoming EDI Transmit files
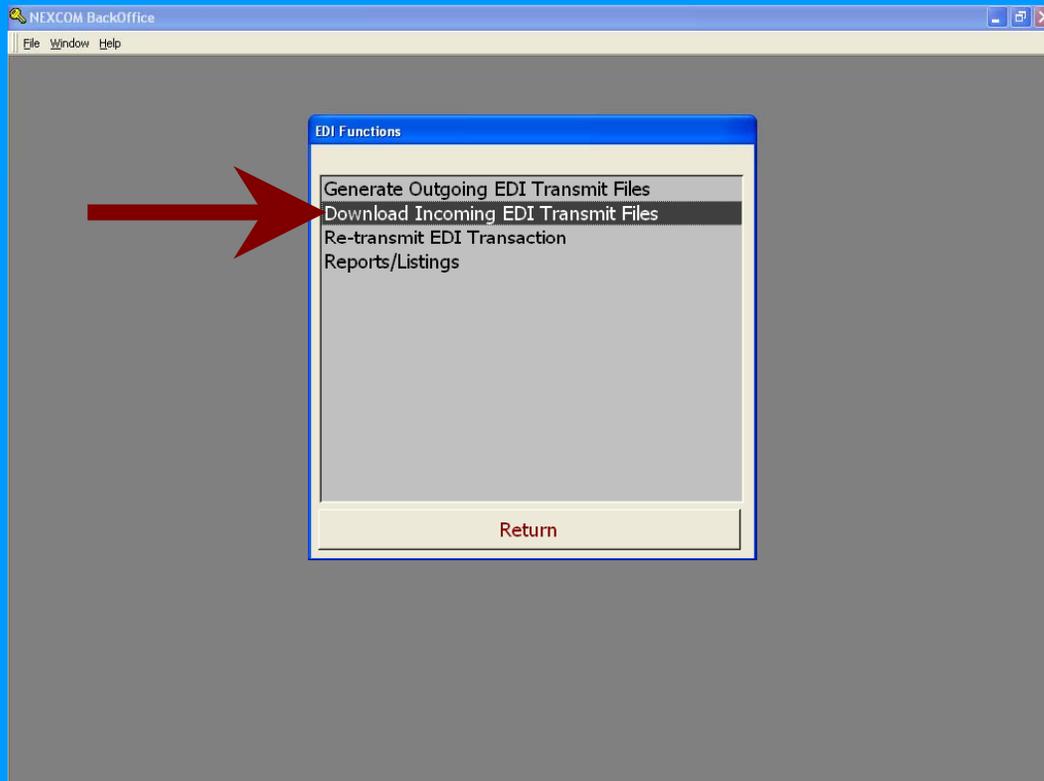
You will receive a message that ROM is "Importing Purchase Order Number" click OK
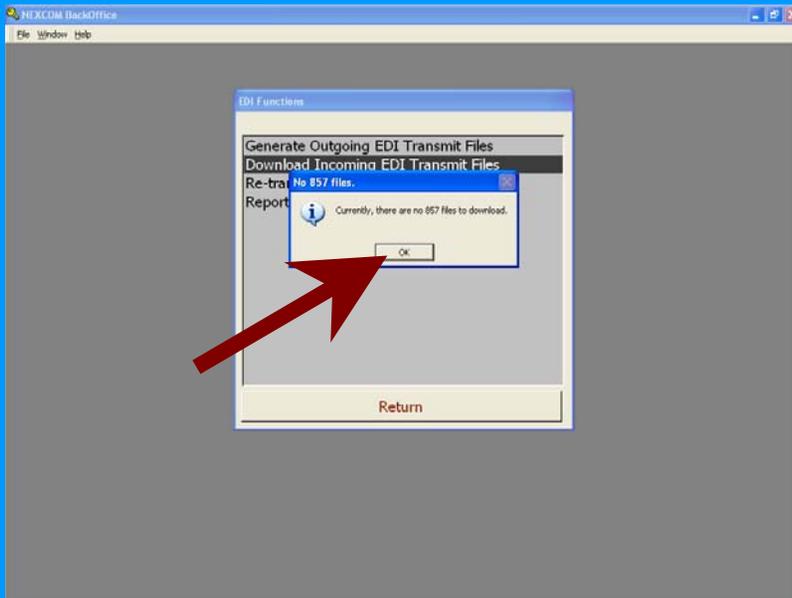
- The 1155 will be updated to show the current contract data from NECO. Print the updated order for the RK and Receipt inspector files.

Receipt with EDI

- Once the stock arrives the receipt process is the same as outlined in the NAVSUP P-487.

- You will notice some changes to the screens, however, the process is the same.

Use the Post order block as normal, but you will notice that the block now also generates an 861.

- The 861 is also in SALTS format but the reports are currently not used. In the future the 861 will be sent to NECO and DFAS for reconciliation of receipts.

Normal generation of Receipt number

Normal ROM procedures on the next two screens

Here's a change

- Insert a floppy to write the 861 to
- You can then delete the 861 from the disk
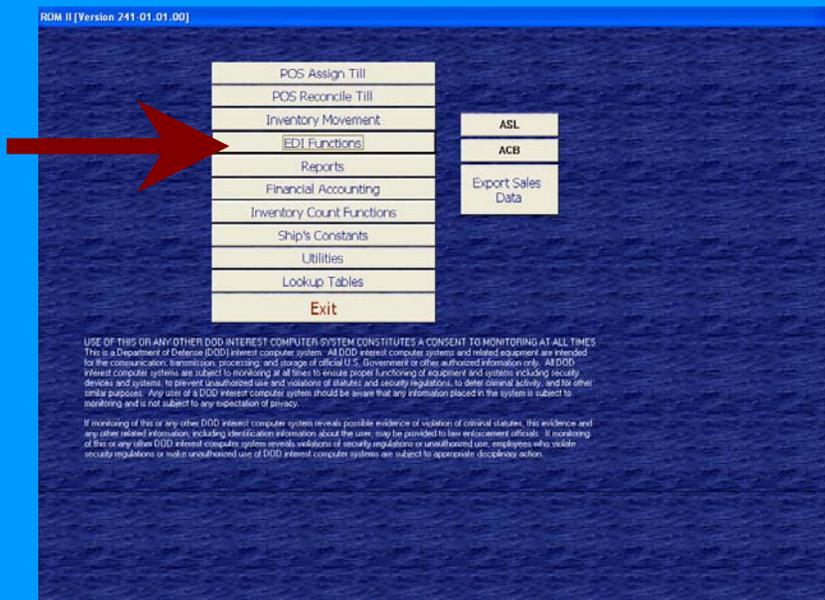
NECO

850
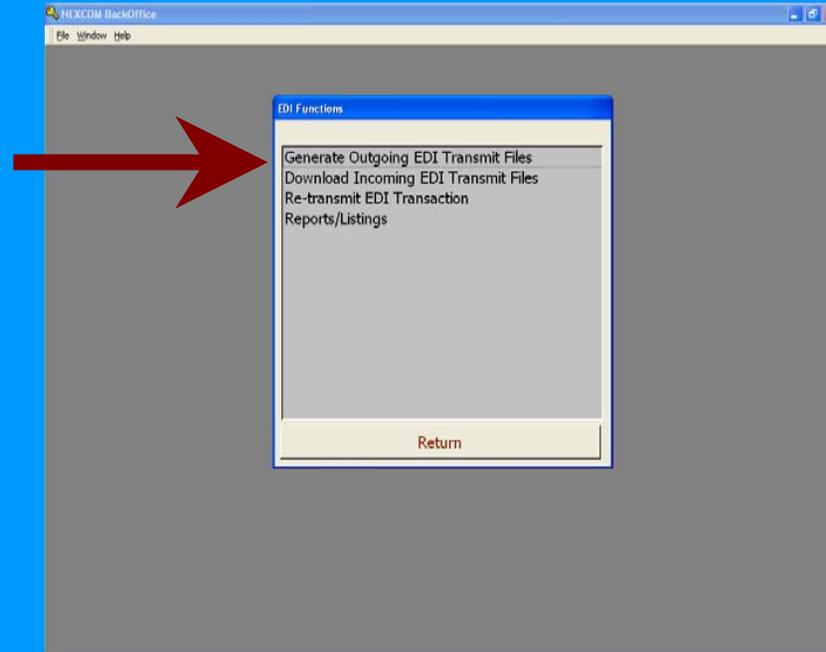
850

SHIP

857

857

VENDOR

Transmittal
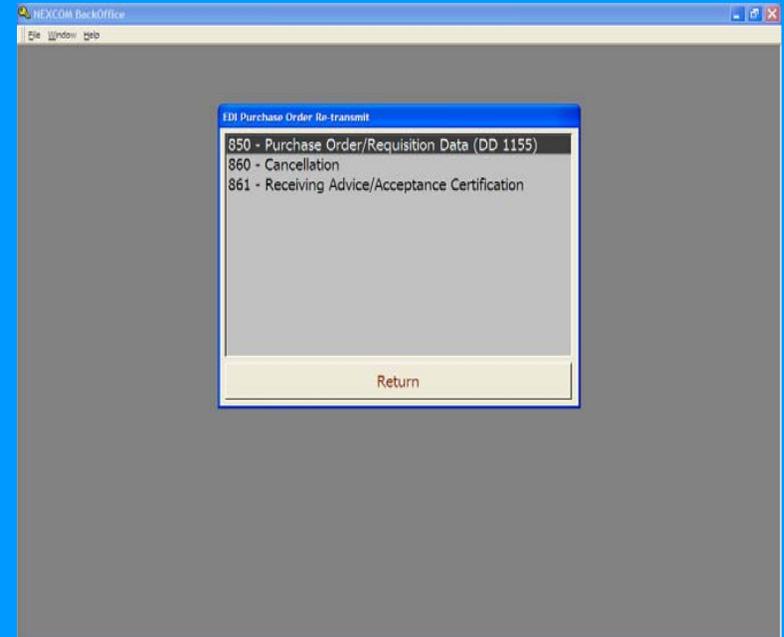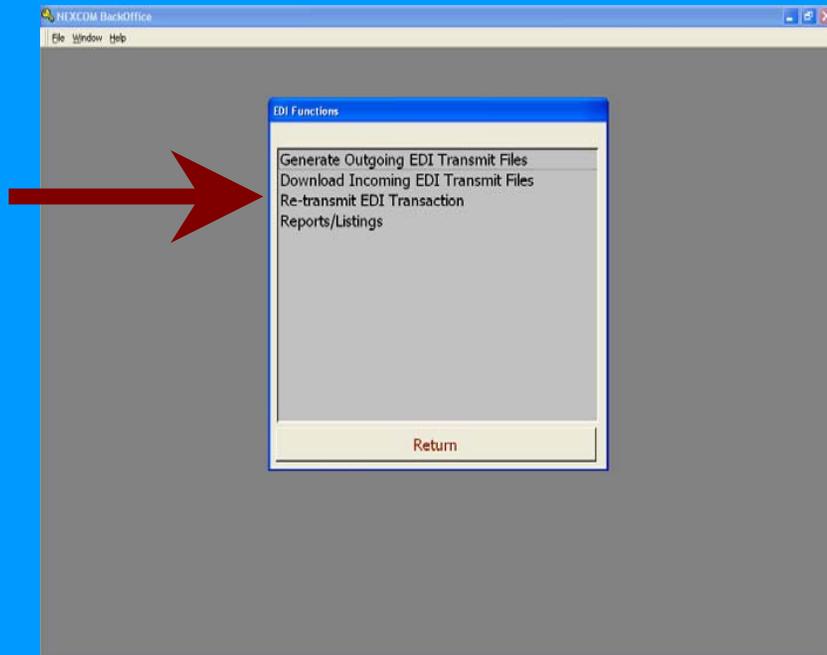
$
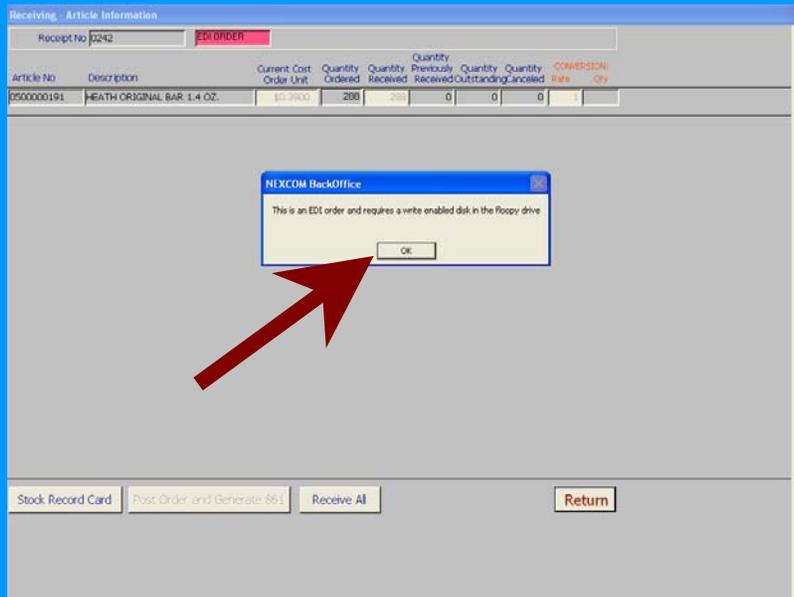
DFAS

Other EDI functions.

- Will allow you to see the status of EDI orders. You can retransmit an data that was not received by NECO, and print reports.

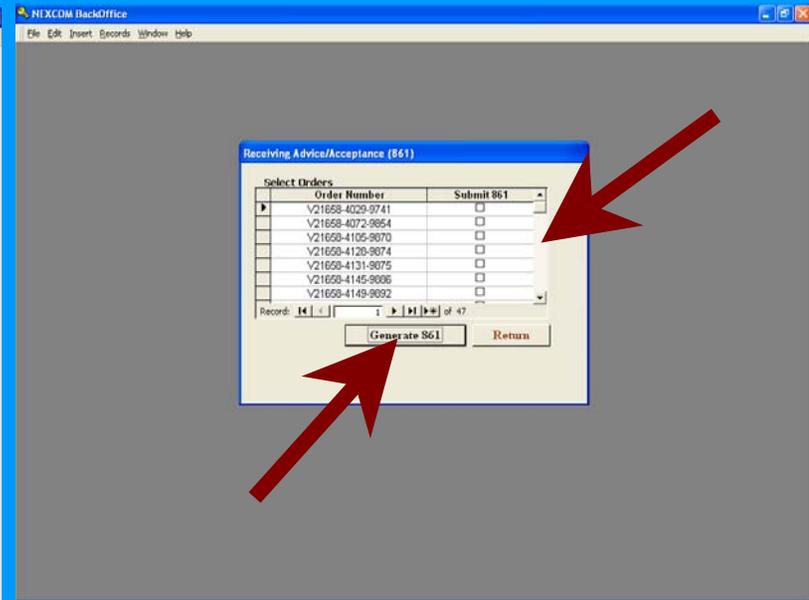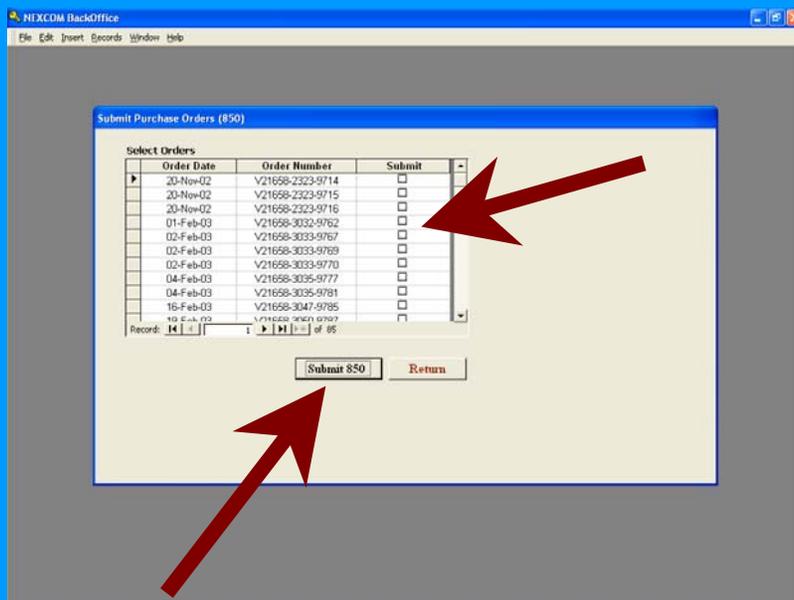# Generate Outgoing EDI Transmit Files

- No longer used. Outgoing files are generated automatically

Re-transmit EDI Transmit Files

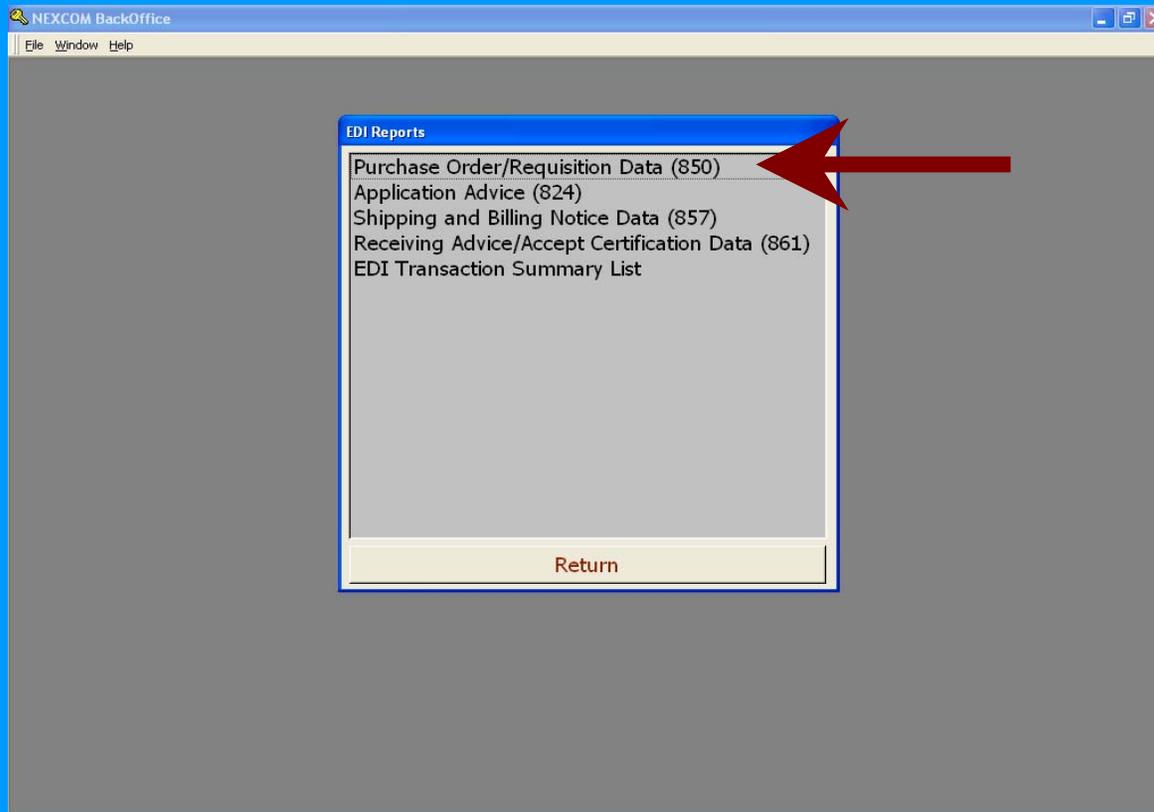- The Re-generate Outgoing EDI Transmit files, if the data were lost or damaged.

Just select the items to submit in either menu choice, insert a disk and click submit, or Generate as appropriate
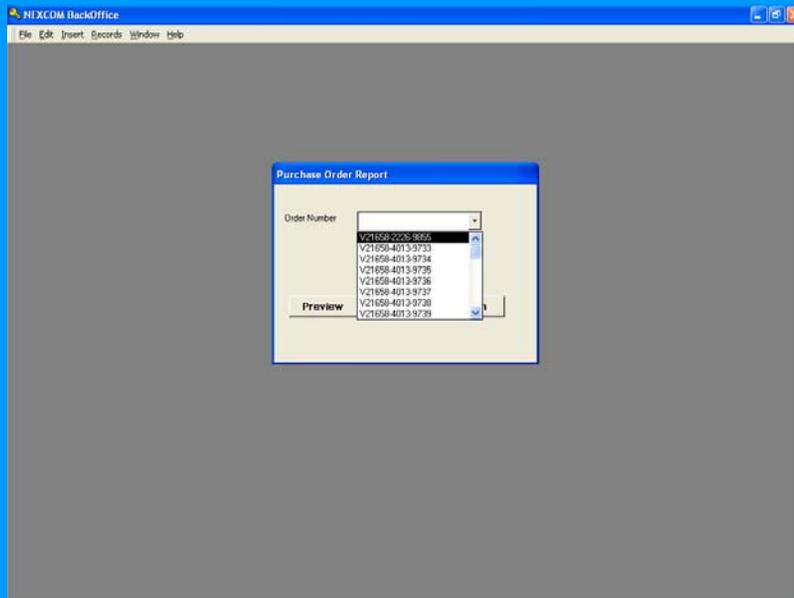
Canceling an Order using the 860

- If you need to cancel any order it is done in the Orders screen with the cancel order form.

- You will be prompted to insert a disk and ROM will auto generate an 860

- The 860 are used to cancel an order that has been transmitted to NECO.

- It must be done before the 857 is processed

- From the menu select the order to be canceled, insert the disk and click on cancel PO. Take the disk to your SALTS and send it out to NECO.

The EDI reports menu has several options

NEXCOM BackOffice

File   Window   Help

EDI Reports

Purchase Order/Requisition Data (850)
Application Advice (824)
Shipping and Billing Notice Data (857)
Receiving Advice/Accept Certification Data (861)
EDI Transaction Summary List

Return

The "Purchase Order / Requisition Data (850) option will allow you to print a listing of what is on an 850 order by selecting it from a pull down menu.
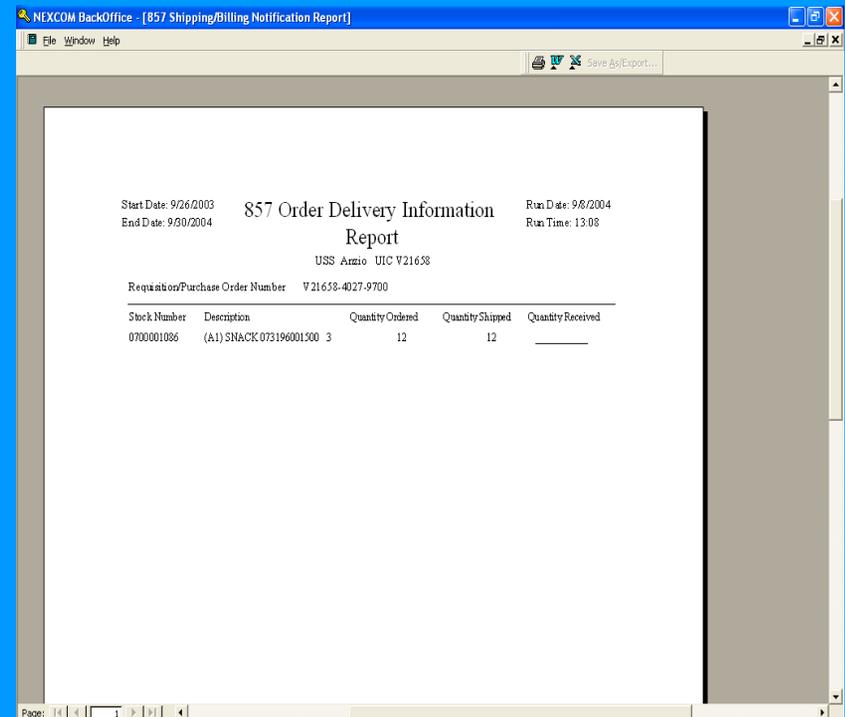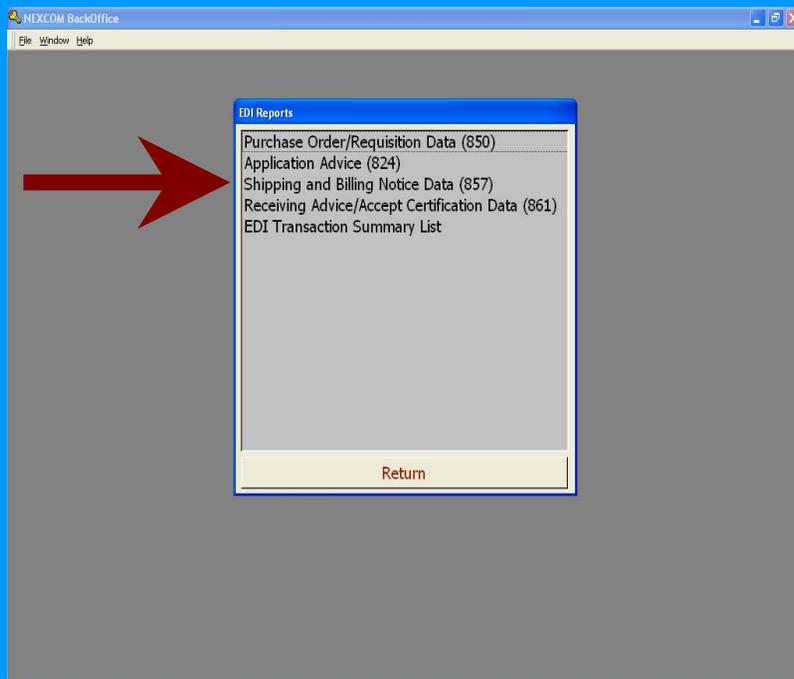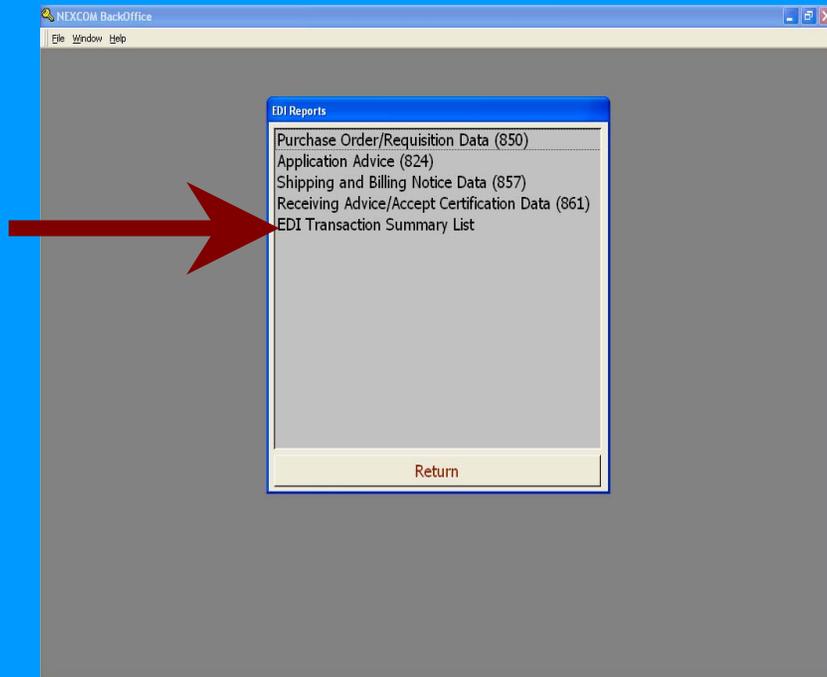
Application Advice

- Not currently used

Shipping and Billing Data 857

- The Shipping and Billing Notice Data (857) operates on a pull down screen as well and allows you to print invoice data.

The Receiving Advice / Accept Certification Data (861) also works on a pull down menu and provides receipt information.

The EDI Transaction Summery List will show each EDI transaction and the date of the item.

This form is much like a PO log

Review

- Very little user interface change

- A simple DAP installs the program

- All you need is the User guide and some floppy disk

- Big money savings

- No Mail to worry with

- Order anytime from anywhere

- Updated with current contract

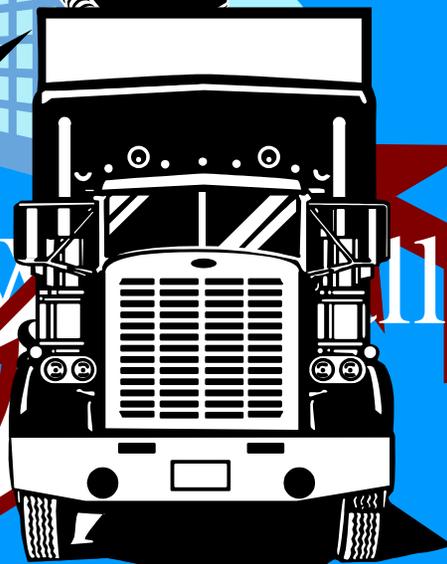- Limits Unmatched Expenditures

NECO

850

850

857

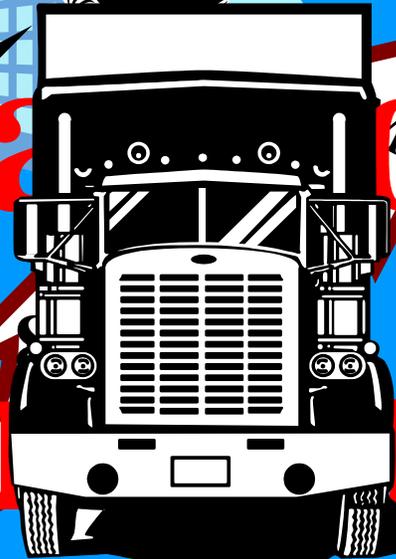857

SHIP

861

How Will It Work?

VENDOR

$

DFAS

NECO

I know What your Thinking?

? Must match their 857

SHIP

861

VENDOR

$

DFAS