

1) PO Report Creation – Single Object Query Object

- a. Create a Query Object to support the below report spec
- b. Create the Report defined in the below report spec
 - i. **PO Line Items**
 1. Report Spec: https://docs.google.com/document/d/10iFp4jmBQRU4-litiRk_83VYlnmpu39H0addBVZtVk4/edit?usp=sharing
 2. Query Object: Ext. Mfg. - Purchase Orders
 3. Primary Object: externalManufacturingSentPurchaseOrder
 4. Secondary Object: None
 5. Report: Ext. Mfg. - Purchase Order Line Items

2) ASN Report Creation – Single Object Query Object

- a. Create a Query Object to support the below report spec.
- b. Create the Report defined in the below report spec
 - i. **ASN Line Items**
 1. Report
Spec: https://docs.google.com/document/d/12_eOdQ_G4BWb1zd4NqVscXH7yQbLpnr5W8m88TtYoB4/edit?usp=sharing
 2. Query Object: Ext. Mfg. - ASNs
 3. Primary Object: externalManufacturingReceivedAdvanceShipNotice
 4. Secondary Object: None
 5. Report: Ext. Mfg. - ASN Line Items

3) PO / PO Ack Report Creation – Multi Object Query Object

- a. Create a Query Object to support the below report spec
- b. Create the Report defined in the below report spec
 - i. **PO and PO Ack Line Items**
 1. Report Spec: https://docs.google.com/document/d/1cEo5yMNKAo-MBII6BW9oLKlaS8fUhd_p/edit?usp=drive_link&oid=113391696714813927657&rtpof=true&sd=true
 2. Query Object: Ext. Mfg. - Purchase Orders and Purchase Order Acknowledgements
 3. Primary Object: externalManufacturingSentPurchaseOrder
 4. Secondary Object:
externalManufacturingSentPurchaseOrderAcknowledgement

5. Report: Ext. Mfg. – PO and PO Acknowledgement Line Items

4) Configure Menu to Display Reports as Menu Items

- a. Use OSE to configure the Main Menu to display the reports configured above. Please see below sub bullets for the desired Main Menu display
 - i. Sub Menu: “Reports and Dashboards”
 1. Menu Item: **PO Line Items Report**
 2. Menu Item: **ASN Line Items Report**
 - ii. Remember to configure Roles to permit menu item access to your user’s role(s) (e.g. “Manufacturing-Customer- Expanded”)
 - iii. Please see below for an example where there is one menu item for the report “External Manufacturing – PO and PO Ack Report”

