

Utilizing Technology with Harris

AASBO Conference – September 2018

HARRIS School Solutions

Financial Solutions

Nextgen Under Utilized Features

- Budget Import
- Budget Initialization
- Journal Entry Import
- Pre-Defined GL Distribution
- Electronic Vendor Payment Options
- Staling Checks
- Mass Inactivate/Delete Vendors
- Mass Change GL Accounts
- E-Mailing of Purchase Orders
- Routing
- Queries
- Adding Favorites to the Menu
- Saving Report Definitions
- Sharing Report Definitions

And Coming Soon

- Vendor Import

HARRIS School Solutions

Financial Solutions

NG Web Offerings

- Business Intelligence
- Receipt Module
- ESS
 - ESS Web Requisitions
 - Eschool Payments

AND

COMING SOON!

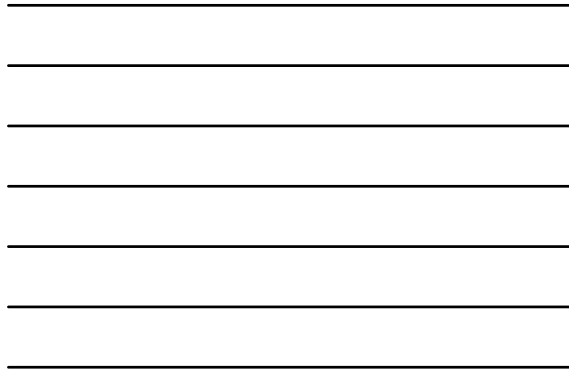
- Purchasing
 - XML Purchasing
- Employee Maintenance
- ESS moving to NG Web Framework

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Budget Import

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	Fiscal	Account Number including dashes	Account Name, not required	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	
1	Year															
2	2013	12-4-4275-000-000-4275-1-000-0000	ARRA-FISCAL STABILIZATION	5,536,022.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	



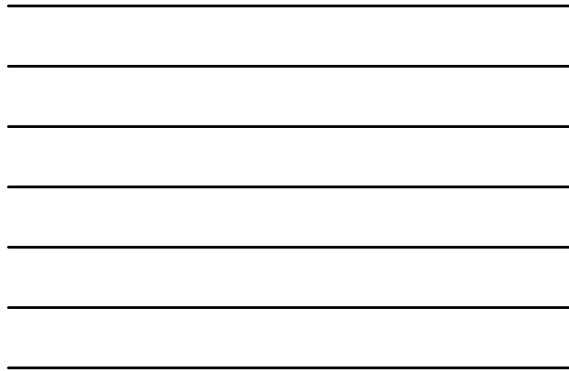
Magic! Budget Initialization (GL/INBD)

Using Budget Initialization you can 'Create' your Budget from another Fiscal Year's Budget or Actual Dollars spent.

There are four primary 'Budget Actions' options that are available in this transaction. Each Action can be performed for the entire General Ledger or for a selected component range or ranges. The following is a list of 'Budget Actions' and a short description of each:

- **Initialize** – This option copies an existing budget or calculates a new budget for the selected year based on another year's Amended Budget or Actual Dollars. There is an additional option to include Encumbrances (open Purchase Orders) with Actual dollars. The 'Initialize' option is not available for 'Approved' budgets.
- **Initialize To Zero** – This option resets the original budget for the selected year to zero. All existing budget amounts are removed. The 'Initialize to Zero' option is not available for 'Approved' budgets.
- **Update** – This option is only available when the selected fiscal year's budget is 'Approved'. The 'Update' option creates 'Budget Adjustments' based upon the total dollar differences between the budgets of the years that have been selected. Unlike the previous two options, the 'Update' option does not change the Original Budget.
- **Run Projected Report** – This option creates a report of potential budget changes based on the selected criteria. Budgets are not updated.

**Round to Whole Dollar – This option is checked and disabled if the Budget by Whole dollars parameter in the General Ledger Parameter transaction is turned on. Otherwise, this option will round all budget dollars to the nearest whole dollar.*



Journal Entry Import

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
	Account Number	Posting Journal	Posting	Vendor Invoice	PO	Bank Check	Receipt	Deposit							
	Number	Date	Code	Reference	Amount	Type D or C	Comment	Number	Number	PO Prefix	Number	Code	Number	Number	Number



Pre-Defined GL Distribution

Account Number	Type	Value
12-5-4210-464-0010-6701-0-8420-0000	Amount	0.00
12-5-4210-464-0020-6701-0-8420-0000	Amount	0.00
12-5-4210-464-0030-6701-0-8420-0000	Amount	0.00
12-5-4210-464-0040-6701-0-8420-0000	Amount	0.00
12-5-4210-464-0050-6701-0-8420-0000	Amount	0.00

Pre-Defined GL Distribution

Amount	Orig Value	Type	Account Number
0.00	0.00	Amount	12-5-4210-461-0010-6701-0-8420-0000
0.00	0.00	Amount	12-5-4210-461-0020-6701-0-8420-0000
0.00	0.00	Amount	12-5-4210-461-0030-6701-0-8420-0000
0.00	0.00	Amount	12-5-4210-461-0040-6701-0-8420-0000
0.00	0.00	Amount	12-5-4210-461-0050-6701-0-8420-0000
0.00	0.00	Amount	12-5-4210-461-0060-6701-0-8420-0000

Pre-Defined GL Distribution

Amount	Account Number	Description
0.00	12-5-4210-461-0010-6701-0-...	CHILD NUTRITION-PURCHASED FOOD
0.00	12-5-4210-461-0020-6701-0-...	CHILD NUTRITION-PURCHASED FOOD
0.00	12-5-4210-461-0030-6701-0-...	CHILD NUTRITION-PURCHASED FOOD
0.00	12-5-4210-461-0040-6701-0-...	CHILD NUTRITION-PURCHASED FOOD
0.00	12-5-4210-461-0050-6701-0-...	CHILD NUTRITION-PURCHASED FOOD
0.00	12-5-4210-461-0060-6701-0-...	CHILD NUTRITION-PURCHASED FOOD

Pre-Defined GL Distribution

Amount	Orig Value	Type	Account Number
0.00	16.66	Percent	12-5-4210-381-0010-6701-0-8420-0000
0.00	16.66	Percent	12-5-4210-381-0020-6701-0-8420-0000
0.00	16.67	Percent	12-5-4210-381-0030-6701-0-8420-0000
0.00	16.67	Percent	12-5-4210-381-0040-6701-0-8420-0000
0.00	16.67	Percent	12-5-4210-381-0050-6701-0-8420-0000
0.00	16.67	Percent	12-5-4210-381-0060-6701-0-8420-0000

Amount	Orig Value	Type	Account Number
666.40	16.66	Percent	12-5-4210-381-0010-6701-0-8420-0000
666.40	16.66	Percent	12-5-4210-381-0020-6701-0-8420-0000
666.80	16.67	Percent	12-5-4210-381-0030-6701-0-8420-0000
666.80	16.67	Percent	12-5-4210-381-0040-6701-0-8420-0000
666.80	16.67	Percent	12-5-4210-381-0050-6701-0-8420-0000
666.80	16.67	Percent	12-5-4210-381-0060-6701-0-8420-0000

Horizontal lines for notes

Pre-Defined GL Distribution

REQ 1578 Requisition Entry Maintenance

1. Requisition 2. Vendor 3. Detail 4. GL 5. Instructions

Distribution Method: By Item By Document

Use Predefined GL Distribution

Account Number: 12-5-4210-381-0060-6701-0-8420-0000

RQ ItemPart:

\$ To be Distributed: 0.00 of 4,000.00

Amount	Account Number	Description
666.40	12-5-4210-381-0010-6701-0...	CHILD NUTRITION-LOCAL IN-DISTRICT
666.40	12-5-4210-381-0020-6701-0...	CHILD NUTRITION-LOCAL IN-DISTRICT
666.80	12-5-4210-381-0030-6701-0...	CHILD NUTRITION-LOCAL IN-DISTRICT
666.80	12-5-4210-381-0040-6701-0...	CHILD NUTRITION-LOCAL IN-DISTRICT
666.80	12-5-4210-381-0050-6701-0...	CHILD NUTRITION-LOCAL IN-DISTRICT
666.80	12-5-4210-381-0060-6701-0...	CHILD NUTRITION-LOCAL IN-DISTRICT

Buttons: Detail, GL Distribution, Instructions, Hold, Reject, Void, Submit, Approve

Horizontal lines for notes

 Electronic Vendor Payment Options

- ACH
 - Can be setup for Central Office and/or LSA Use
- Credit Card Payments
- Virtual Batches with Credit Card Payment

Horizontal lines for notes

Accounts Payable ACH

Call Harris for Assistance with Setup of Parameter File

A screenshot of a software form titled 'Accounts Payable ACH'. The form is divided into sections: '1. Bank Account Settings' and '2. Other Settings'. Fields include 'Interest Account #', 'Account Number', 'State Check Copy', 'Destination CPURTN', 'Bank Name', 'Last Used #', 'Originator CPURTN', 'Savings Account', 'Business Originator DFI v/TX on File Header', 'Bank Acct Prefix', 'Set Format Code to Bank', 'ACH-Param File', 'Generate Debit', 'Debit CPURTN', 'Bank Name', 'Notified Flag', 'Acct #', 'ACH-Stat Rpt', 'Remittance ID', 'Remittance Name', and 'Password'.

Accounts Payable Vendor/Employee ACH Setup

A screenshot of a software form titled 'Accounts Payable Vendor/Employee ACH Setup'. The form includes sections for 'Vendor #', 'DUNS Number', 'PO Trans Type', 'Electronic Payments', 'Bank Account', 'Warehouse', and 'Min Order'. A red arrow points to the 'Employee #' field. The form also includes 'Email Contact Name', 'Email Address(es)', 'Default Account #', 'Bid Interface Vendor', 'ACH Trans Type', 'Email Contact Name', 'Email Address(es)', 'Date Created', 'Created By', 'Min Order', 'Currency', and 'Recv Tot %'.

Virtual Credit Card Batch

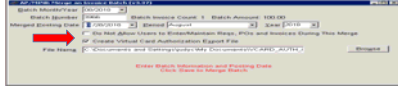
- Virtual Card Processing
 - Working with a Bank
 - Standard File Format
 - Setup a Virtual Invoice Batch
 - Issue Bank a Virtual Batch of Invoices to be Paid
 - Import Bank File to 'Reconcile' payments during Selection of Invoices to be Paid

A screenshot of a software form titled 'Virtual Credit Card Batch'. The form includes fields for 'Batch Year', 'Batch Number', 'Batch Spans', 'Batch Name', 'Bank Code', 'Batch Type', 'Batch Description', 'Batch Date', 'Batch Period', 'Batch Start Date', 'Batch End Date', 'Batch Currency', 'Batch Min Order', 'Batch Max Order', 'Batch Total Amount', and 'Batch Status'. A red box highlights the 'Batch Type' field.

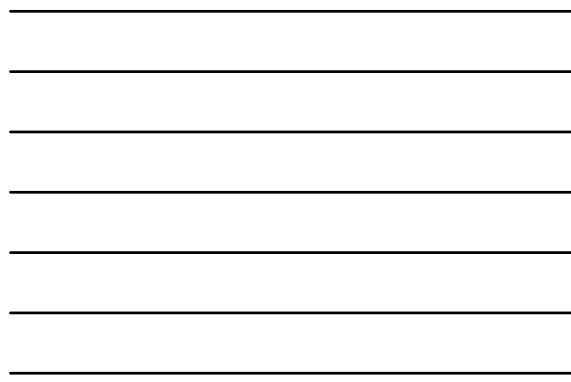
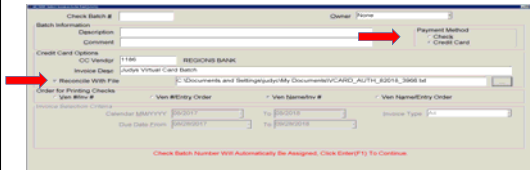
Only Check Virtual Batch if you are in fact receiving a file to 'reconcile' payments from the Bank

Virtual Credit Card Batch

Send File to Bank During Merge

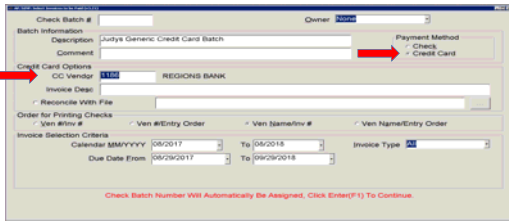


Import File from Bank During Select Invoices to be Paid



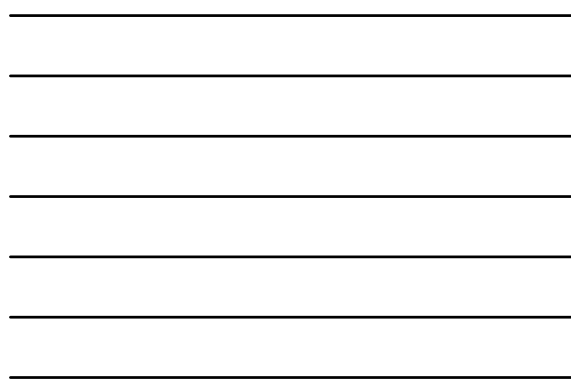
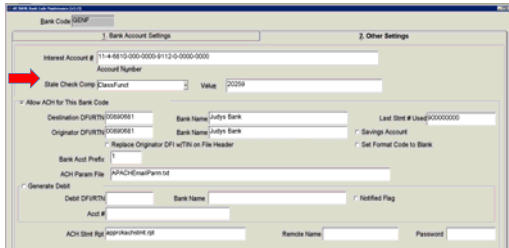
Generic Credit Card Batch

- Normal Invoice Batch Creation
- Normal Invoice Entry Process
- Select Payment Method 'Credit Card'



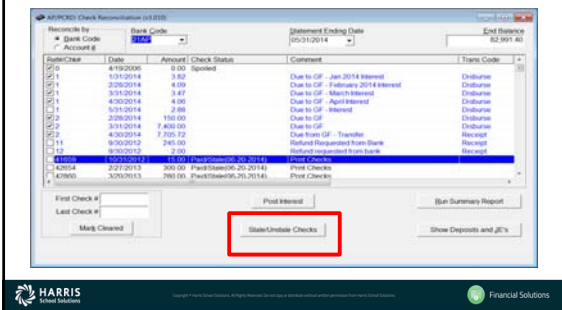
Staling Checks in Nextgen

- Removes Old Checks from Reconciliation without Voiding the checks
- You can 'Unstale' Checks



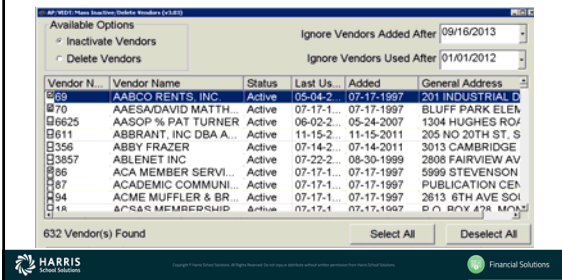
Staling Checks in Nextgen

Once the component criteria are supplied, a new button will appear after the bank code/account number is selected in the Check Reconciliation transaction



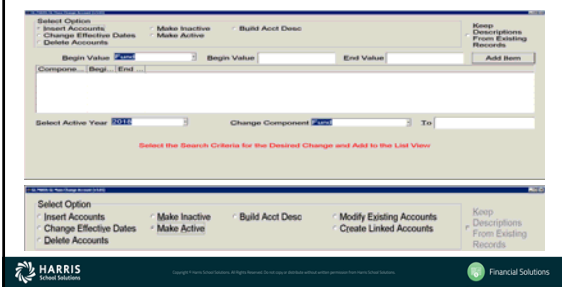
Mass Inactivate/Delete Vendors


- May not appear on your Menu – Please Call Support to have it added
- Run Inactivate Option First
- May have to run multiple times
- Will not delete vendors that have any activity on any document



Mass Change GL Accounts

- May not appear on your Menu – Please Call Support to have it added
- Can Add New Accounts in Mass based on GL Criteria from Existing Accounts
- Can Delete Accounts in Mass







E-Mailing Purchase Orders to Vendors

Setup Steps for E-mailing Purchase Orders to Vendors (Must Use Embedded Signatures)

*****Call Harris to Make Sure Your System is Setup for E-mailing***
(Your Tech Department May Have to Provide Information)**

- In User/Group ID Maintenance
 - On Tab 1 - Add E-Mail Address for User
 - On PO Tab - Check the following options:
 - Allow User to See/Print Signature(s) on Approved Pos
 - Allow User to E-mail POs to Vendors
- In PO Parameter Transaction
 - Create E-Mail Templates for Normal and Voided Purchase Orders
 - Enable E-Mailing of Purchase Orders to Vendors
- In Vendor Maintenance
 - On Tab 3 (Other) - Change PO Trans Type to E-Mail
 - Provide E-Mail Contact Name
 - Provide E-Mail Address(es)

E-Mailing Purchase Orders to Vendors

User/Group ID Maintenance

User ID/Group Name: jdoe

3. User Info | 2. Levels/Groups | 3. General | 4. Budgetary



Full Name: John Doe
 Department:
 Location:
 Email: jdoe@schoolsdistrict.com

User ID/Group Name: jdoe

3. User Info | 2. Levels/Groups | 3. General | **4. Budgetary** | 5. F

4.5. DL | 4.7. AP | **4.8. PO** | 4.9. PO (Print) | 4.10. PO (Email) | 4.11. PO (Print) | 4.12. PO (Email) | 4.13. PO (Print) | 4.14. PO (Email)

E-mail Requestion Default PO As Summary
 Maintain Open AP Purchase Orders Default Blank PO
 Maintain Bid System Purchase Orders Default Print PO During Maintenance
 Default PO of Distribution By Document Allow User to See/Print Signature(s) on Approved POs
 Approve Purchase Order Allow User to Email POs to Vendors

E-Mailing Purchase Orders to Vendors

PO Parameter Maintenance

Installation ID: Cenoff

1. Auto Generation | **2. PO Options** | **3. Email Templates**

3.4 Normal | 3.5 Voids | 3.6 Miscellaneous

Active Attach Copy of Purchase Order to the Email for Vendor



From Email: %POOriginatorEmail%

CC:
 Subject: Purchase Order Submission - %PONumber%

Email Text:
 *** NEW PURCHASE ORDER SUBMISSION ***
 Dear %POVendorContactName%,
 Please find attached Purchase Order dated %PODate%. Please ship ASAP.
 Thank you,
 %POOriginatorName%

Email Originator Also Attach PO Copy for Orig PO Signature on Orig Copy

Add Substitute

E-Mailing Purchase Orders to Vendors

PO Parameter Maintenance

1. Auto Generation

Missing Vendor W9
 Warn User but Allow Processing
 Do Not Allow Processing

Missing E-Verify Number
 Warn User but Allow Processing
 Do Not Allow Processing

Allow Combining of Requisitions
 Allow Combining
 Allow Multiple Cost Centers on PO

Routing
 Use Routing System for POs
 Email Originator on PO Approval
 Attach PDF Document to Emails
PDF Extension: pdf

2. PO Options

Missing Vendor EIN/SSN
 Warn User but Allow Processing
 Do Not Allow Processing

PO Report and InProcess Options
Default Number of Copies: [text box]
 Allow InProcess Purchase Orders
 Enable Over Budget Memo
 Automatically Attach PO File Copy

3. Email Templates

Emailing POs
 Enable PO Emails to Vendors
 When Voiding PO, Allow Email
 When Transferring Reqs, Allow Email

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E-Mailing Purchase Orders to Vendors

Vendor Maintenance

1. Vendor | 2. 1099 | 3. Other | 4. Contacts | 5. Comments | 6. Groups | 7. Dollars

Vendor # [99] A-1 AWARDS, INC.

Local Vendor | DUNS Number [text box]

PQ Trans Type: Email | Request Read Receipt

Email Contact Name: John Smith

Email Address(es): [smith@att.net] | Test Email

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E-Mailing Purchase Orders to Vendors

- E-Mail Approved Purchase Orders using the:
 - Print Purchase Order Transaction
 - Transfer Requisitions to Purchaser Order Transaction

PQ Status: [ALL] | Vendor #: [ALL] | Change Status to Approved

PO #: [ALL] | To: [ALL] | Only If Allocation Fees Included

Originator: [ALL] | Only Asset / Inventory Items

Date Type: [Document Date] | From: [09/16/2014] | To: [09/16/2015]

Select Status: [Approved] | On Hold | Rejected | Completed | Reencumbered | Submitted | Select All | Deselect All

BQ 19A: Transfer Requisitions to PO (v3.25)

PQ Date: [9/16/2015] | Print POs | Auto Attach Copy

Period: [text box] | Emailing POs | Email Vendor if Possible | Email Type: [Normal] | Owner Group: [None]

Summary POs | Approve POs | Also Print Emailed POs | PO Message: [Buy Order] | Add Message Code

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Layers of the onion

Paperless Routing In Nextgen

The approval process of a purchase can have numerous approvals before the final paperwork is sent to the vendor. The diagrams below are just two examples of possible approvals a document can follow:

Example 1: Requisition for a Computer with E-Rate

```
graph TD
    A[Technology] -- Path 1 --> B[Superintendent]
    A -- Path 2 --> C[E-Rate Fund Manager]
    B --> D[Purchasing or Business Office]
    C --> D
```

Example 2: Title I Purchase

```
graph TD
    A[Title I Fund Manager] --> B[Business Manager]
    B --> C[Superintendent]
    C --> D[Purchasing Department]
```

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Layers of the onion

Paperless Routing In Nextgen

- Requisitions, ESS Web Requisitions and/or Purchase Orders are used to facilitate purchases in a system. These documents are created, approved, sent to the vendor, used to reconcile invoices, etc. The routing system is used to automate the approval process of these documents.
- Budgets and Journal Entry Approvals can also be setup for Routing Approvals in Nextgen.
- Setup for Routing can easily become over-complicated. Harris Professional Services will assist you in the setup. Please contact Ryan Gibney (rgibney@harriscomputer.com) for a quote.

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Queries

- Journal Entry Query
 - Reverse Option
- Invoice Query
- PO Query
- RQ Query
- Budget Query
- Journal Summary Inquiry
- Account Status Inquiry
- GL Query
 - Drill Down Feature
- AP Check Query

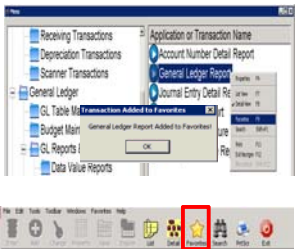
P.Y.	Period	Pop'd	Yr Value	Budget	Actual Qty.
2018	October	15,5410	15,4410	15,4410	0.00
2018	November	15,5410	1,782.07	0.00	1,782.07
2018	December	15,5410	1,782.07	0.00	1,782.07
2019	January	15,5410	1,782.08	0.00	1,782.08
2019	February	15,5410	0.00	0.00	200.00
2019	March	15,5410	0.00	0.00	0.00
2019	April	15,5410	1,782.07	0.00	1,782.07
2019	May	15,5410	0.00	0.00	0.00
2019	June	15,5410	0.00	0.00	0.00
2019	July	15,5410	0.00	0.00	0.00
2019	August	15,5410	0.00	0.00	0.00
2019	YTD	15,5410	12,368.18	0.00	1,964.14



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Adding Favorites

My Favorite Things

- Add Favorites by Right-Clicking on Transactions from the Menu and Clicking Favorites
- Favorites Can Be Easily Accessed by Clicking the Favorites Icon on the Toolbar







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Saving & Sharing Report Criteria

REPORTING

- Setting Up New Criteria
 - Choose your Report Criteria
 - Run the Report
 - Click Save on the Toolbar
 - Name Your Report
 - Click Save
- Sharing Saved Criteria
 - Change User in User/Group ID Maintenance (Tab 3.6) to 'User Can Copy Saved Reports'
 - Choose your Report Criteria
 - Provide a Name for Your Copy
 - Choose the Users and Schema Destination to Copy Data
 - Click Save






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Vendor Import

Import Data

- Using Excel Macro
- File name ends in .csv and each record uses standard comma-separated format rules
- One record per vendor
- Every field must be represented, even if blank/no value supplied
- Size of field in the list below is the maximum size unless otherwise specified
- Do not include a header record in the file
- Vendor's contact specific data is validated/imported only if contact's first name and last name are provided
- If interested, contact Harris Support for Template and Installation



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To the Web We Go!



**WORLD
WIDE
WEB**

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Nextgen Business Intelligence (BI)

NextGen BI is the package of Business Intelligence modules built to integrate perfectly with your NextGen system and automatically turn your raw data into an easy-to-understand visual experience.

With BI, you can:

- Present your data visually – NextGen BI automatically turns your data into graphs, charts, and more.
- Filter, search, and export data from the graphs for quick viewing and easy understanding.
- Show the information you choose to boards and agencies in View-Only format.
- Work directly from the web immediately with complete functionality right out of the box.

Features:

- 19 Key Performance Indication (KPIs)
 - 13 G/L Modules
 - 6 Payroll Modules
- Automatic Conversion of Raw Data into Organized Graphs, Charts More

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Eschool Payments

Student / Parent Information (minimum required fields)

Parent(s) Name:

Student First Name: Middle Initial: Last Name:

Student ID:

Address:

City: State: Zip Code:

Email Address:

Phone Number:

<input type="checkbox"/> AP Art History \$100.00	<input type="checkbox"/> AP Biology Exam \$100.00	<input type="checkbox"/> AP Calculus AB Exam \$100.00
<input type="checkbox"/> AP Calculus BC Exam \$100.00	<input type="checkbox"/> AP Chemistry Exam \$100.00	<input type="checkbox"/> AP English Language & Comp. (11th) Exam \$100.00
<input type="checkbox"/> AP English Literature & Comp. (12th) Exam \$100.00	<input type="checkbox"/> AP European History Exam \$100.00	<input type="checkbox"/> AP French Language & Culture Exam \$100.00

Sub Total: \$ 180.00

Payment

Convenience Fee: \$ 0.50


Total Amount Due: \$ 180.50

Disclaimer: You will be redirected to the TrustCommerce shopping cart for payment processing.

[Proceed to Payment Page](#)


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Employee Self Service (ESS)

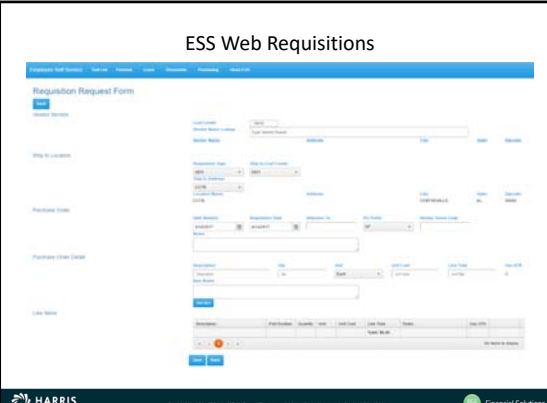



Employees Can Utilize ESS to make changes to personal information and submit requests for:

- Demographic information
- W-4 form
- State equivalent W-4 form
- Direct Deposit Sign-Up
- Document Portal
- Viewing Checks, W2's
- Truth In Salary and 1095-C's



ESS Web Requisitions





NG Web Receipts


The NG Web Receipt Module allows for unlimited users with no per-user Microsoft license requirements or terminal service fees.

Your Users, Teachers or Employees with a Internet Connection Can:

- Take payments and Issue Receipts from any computer/tablet anywhere
- Improve accuracy because purchase data automatically syncs with your General Ledger, letting you reconcile change drawers with the click of a button

Features Include:

- User-friendly Log In
- PDF Form Printing
- E-Mailing of Receipts (Paperless!)
- Change Drawer Reconciliation for Bank Deposits
- Daily Deposit Listing
- Record Storage
- ID association to Student, Teacher and Employee IDs
- Detailed Reporting with Easy Lookup and Querying



NG Web Receipts

The screenshot displays the 'NG Web Receipts' interface. At the top, there is a search form with fields for 'Receipt Number', 'Receipt Date', 'Receipt Amount', and 'Receipt Status'. Below the search form is a table with columns for 'Receipt Number', 'Receipt Date', 'Receipt Amount', 'Receipt Status', and 'Receipt Description'. The table contains several rows of data. The interface includes the Harris School Solutions logo and 'Financial Solutions' branding at the bottom.

NG Web Receipts

This screenshot is identical to the one above, showing the 'NG Web Receipts' interface with search filters and a data table.

More NG Web Modules

- Employee Maintenance
- Purchasing Module
- And More!!

The slide features a graphic with colorful stars and the text 'COMING SOON!' on the left, and a stylized 'Sneak Peak' logo on the right. Below the graphics is a bulleted list of upcoming modules. The Harris School Solutions logo and 'Financial Solutions' branding are at the bottom.

Employee Maintenance

Employee ID	Last Name	First Name	Social Security No.	Date of Birth	Gender	Hire Date	Photo of Employee
101	JOHNSON	JOHN	111-11-1111	01/01/1950	M	01/01/2010	101 - Johnson, John
102	SMITH	JANE	111-11-1111	02/02/1950	F	02/02/2010	102 - Smith, Jane
103	DAVIS	JOHN	111-11-1111	03/03/1950	M	03/03/2010	103 - Davis, John
104	WILSON	JANE	111-11-1111	04/04/1950	F	04/04/2010	104 - Wilson, Jane
105	BROWN	JOHN	111-11-1111	05/05/1950	M	05/05/2010	105 - Brown, John
106	GREEN	JANE	111-11-1111	06/06/1950	F	06/06/2010	106 - Green, Jane
107	BLACK	JOHN	111-11-1111	07/07/1950	M	07/07/2010	107 - Black, John
108	WHITE	JANE	111-11-1111	08/08/1950	F	08/08/2010	108 - White, Jane
109	GRAY	JOHN	111-11-1111	09/09/1950	M	09/09/2010	109 - Gray, John
110	RED	JANE	111-11-1111	10/10/1950	F	10/10/2010	110 - Red, Jane

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Employee Maintenance

Employee ID	Last Name	First Name	Social Security No.	Date of Birth	Gender	Hire Date	Photo of Employee
101	JOHNSON	JOHN	111-11-1111	01/01/1950	M	01/01/2010	101 - Johnson, John
102	SMITH	JANE	111-11-1111	02/02/1950	F	02/02/2010	102 - Smith, Jane
103	DAVIS	JOHN	111-11-1111	03/03/1950	M	03/03/2010	103 - Davis, John
104	WILSON	JANE	111-11-1111	04/04/1950	F	04/04/2010	104 - Wilson, Jane
105	BROWN	JOHN	111-11-1111	05/05/1950	M	05/05/2010	105 - Brown, John
106	GREEN	JANE	111-11-1111	06/06/1950	F	06/06/2010	106 - Green, Jane
107	BLACK	JOHN	111-11-1111	07/07/1950	M	07/07/2010	107 - Black, John
108	WHITE	JANE	111-11-1111	08/08/1950	F	08/08/2010	108 - White, Jane
109	GRAY	JOHN	111-11-1111	09/09/1950	M	09/09/2010	109 - Gray, John
110	RED	JANE	111-11-1111	10/10/1950	F	10/10/2010	110 - Red, Jane

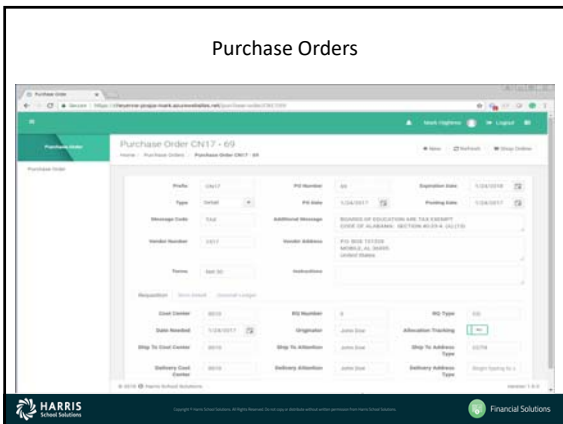
HARRIS School Solutions Financial Solutions

Purchase Orders

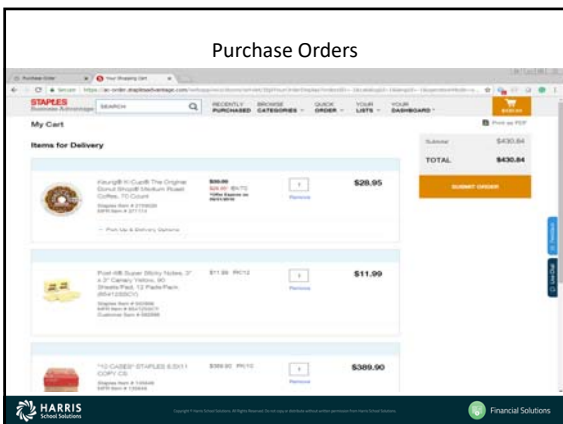
Order Number	Order Date	Order Type	Order Amount	Order Status	Order Date	Order Date	Order Date	Order Date
1001	01/01/2018	Standard	1000.00	Open	01/01/2018	01/01/2018	01/01/2018	01/01/2018
1002	02/02/2018	Standard	2000.00	Open	02/02/2018	02/02/2018	02/02/2018	02/02/2018
1003	03/03/2018	Standard	3000.00	Open	03/03/2018	03/03/2018	03/03/2018	03/03/2018
1004	04/04/2018	Standard	4000.00	Open	04/04/2018	04/04/2018	04/04/2018	04/04/2018
1005	05/05/2018	Standard	5000.00	Open	05/05/2018	05/05/2018	05/05/2018	05/05/2018
1006	06/06/2018	Standard	6000.00	Open	06/06/2018	06/06/2018	06/06/2018	06/06/2018
1007	07/07/2018	Standard	7000.00	Open	07/07/2018	07/07/2018	07/07/2018	07/07/2018
1008	08/08/2018	Standard	8000.00	Open	08/08/2018	08/08/2018	08/08/2018	08/08/2018
1009	09/09/2018	Standard	9000.00	Open	09/09/2018	09/09/2018	09/09/2018	09/09/2018
1010	10/10/2018	Standard	10000.00	Open	10/10/2018	10/10/2018	10/10/2018	10/10/2018

HARRIS School Solutions Financial Solutions

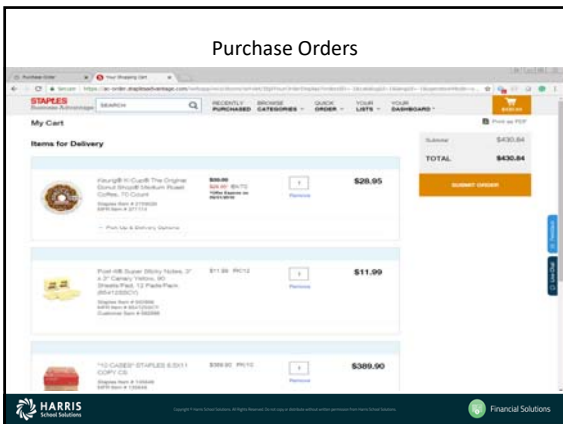
Purchase Orders



Purchase Orders



Purchase Orders



Purchase Orders

Purchase Order CN17-69

PO Number: 69 Application Date: 9/13/2018
PO Date: 9/13/2017 PO Type: 01

Message Code: T44 Additional Message: BOARD OF EDUCATION AND THE COUNTY BOARD OF ALABAMA - SECTION 61.21-B (2017)

Vendor Number: 1411 Vendor Address: P.O. BOX 10729
8000 E. 21. STREET
MOBILE ALABAMA

Head Office: Industries:

Head Center: 0010 Mfg Number: 0 Mfg Type: 01

Order Received: 9/13/2017 Originator: John Doe Allocation Tracking: [icon]

Ship To Head Center: 0010 Ship To Attention: John Doe Ship To Address Type: 0378

Shipping Head Center: 0010 Shipping Attention: John Doe Shipping Address Type: Originating PO #

Item Name	Description	Quantity	Unit	Unit of Measure	Extended Cost
171834	PO ORDER SUPPLIES & SUPPLY COPY	1.00	EA	EA	\$200.00
271834	Meeting Room The Original Great Wall Bookend Project Coffee, 7	1.00	EA	EA	\$20.00
301834	Print & Paper Supply Station, 2" x 2" Camera Yellow, 10 Sheets/Pk	1.00	PK	PK	\$20.00

Purchase Orders

Purchase Order CN17-69

PO Number: 69 Application Date: 9/13/2018
PO Date: 9/13/2017 PO Type: 01

Message Code: T44 Additional Message: BOARD OF EDUCATION AND THE COUNTY BOARD OF ALABAMA - SECTION 61.21-B (2017)

Vendor Number: 1411 Vendor Address: P.O. BOX 10729
8000 E. 21. STREET
MOBILE ALABAMA

Head Office: Industries:

Head Center: 0010 Mfg Number: 0 Mfg Type: 01

Order Received: 9/13/2017 Originator: John Doe Allocation Tracking: [icon]

Ship To Head Center: 0010 Ship To Attention: John Doe Ship To Address Type: 0378

Shipping Head Center: 0010 Shipping Attention: John Doe Shipping Address Type: Originating PO #

Item Name	Description	Quantity	Unit	Unit of Measure	Extended Cost
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271834	Meeting Room The Original Great Wall Bookend Project Coffee, 7	1.00	EA	EA	\$20.00
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