



KEY FEATURES

- » Completely integrated with Oracle Purchasing
- » Full integration with Oracle workflow
- » Single screen purchase requisition and purchase order queue management
- » Significantly Increased efficiency
- » Purchase Requisition pending approval queue
- » Purchase ordering pending approval queue
- » Requisition aging
- » Purchase order aging
- » Monitor outstanding purchase orders
- » Closed-loop automated buyer queues and electronic order placement and tracking
- » Requisition and purchase approval by hierarchical level
- » Performance reporting
- » Custom view development

DEX BUYER APPLICATION

DEX Buyer facilitates and streamlines procurement operations. DEX Buyer provides an automated queue management and approval capability that accelerates the purchase requisition and purchase order review and authorization processes.

DEX Buyer Overview

DEX Buyer is an enhanced purchasing review and approval solution developed by DEX Systems, the IT solutions division of DEX. DEX Buyer is a robust, streamlined, and very easy to use front-end extension to the Oracle® E-Business Suite, specifically designed for managing purchase requisition and purchase order review and approval processes.

Designed to solve real-world problems in buying processes, DEX Buyer provides single screen visibility and control to those involved in reviewing, modifying, and approving purchase requisitions and purchase orders.

DEX Buyer enables a uniform business practice, which ensures quality throughout the entire buying process.

Improved Management Visibility

DEX Buyer is fully integrated with the Oracle purchasing module and all associated Oracle workflows. DEX Buyer adds a fast and very friendly user interface to the standard Oracle purchasing capabilities. The DEX solution includes straightforward queue management screens, which enable effortless navigation through purchase requisition and PO review, modification, and approval steps.

| Buyer Name | # of Reqs | Qty | Amt | Hours | |
|-------------------|-----------|--------|---------|---------|-----|
| GAIL, ELL | 1 | 3,000 | 2,550 | 0 | |
| FLEISCHMANN, VAL | 1 | 500 | 8,000 | 0 | |
| VALBUENA, ENRIQUE | 6 | 4,524 | 61,717 | 100 | |
| TORRES, MONICA | 1 | 22,676 | 101,920 | 28 | |
| Total | | 9 | 30,700 | 174,187 | 100 |

Queue: Incomplete Requisitions

Org: HF LEGAL | Organization: All | Supplier Name: | Supplier Num: | Site Num: | Item Number: | Buyer: | Display: Requis... | Req No.: | PO No.: | Status: Incomplete Requires Re-Approval Both

Buttons: Select, Sort, File, Print, Clear, Detail, Stats

Figure 1: Requisition queue summary

DEX Buyer

DEX Buyer provides ongoing control to department managers for processing requisitions and purchase orders. The DEX Buyer module gives managers in an organization the power to review, modify, and approve requisitions and purchase orders that have been created by people in their organizational hierarchy. And they can do all this from one single queue management screen – no need to move from tab to tab, or to navigate from one screen to another. The Result: Full control over the entire review and approval process, while increasing efficiency and productivity at the same time.

Buyers Queue

The DEX Buyer's Queue eliminates inefficiencies by providing a complete view of all open requisitions and purchase orders in the Oracle purchasing system on a unique queue management screen.

From a single screen Requisition Queue for example, managers can sort data for more detailed views of requisitions by buyer, class code, country, item number, organization, purchase amount, queue category, requisition aging, site number, or supplier name or number.

| Req Number | PO Number | Supplier | Supplier Name | Quantity | Amount | Buyer |
|------------|-----------|----------|---------------|----------|-------------|-------|
| 1011457 | | 35083 | INTERNATIONAL | 1,100 | \$13,000.00 | TORF |
| 1011935 | | 35083 | INTERNATIONAL | 1,000 | \$12,500.00 | TORF |
| 1011937 | | 35083 | INTERNATIONAL | 1,000 | \$12,500.00 | TORF |
| 1012176 | | 00048 | INTERNATIONAL | 24 | \$1,716.96 | TORF |
| 1012661 | | 35083 | INTERNATIONAL | 900 | \$12,000.00 | TORF |
| 1012664 | | 35083 | INTERNATIONAL | 500 | \$10,000.00 | TORF |

Figure 2: Requisition queue detail by buyer

Managers or supervisors can then easily approve or modify each requisition, again from this single screen, no need to jump to other screens to act on each requisition individually. In addition to standard approval, modification, and rejection processes, DEX Buyer also provides an ability to automatically consolidate purchase requisitions to a common vendor into a single requisition and subsequent purchase order, further reducing processing costs, time, and paper.

The purchase requisition approval step incorporates several automatic checks, including: vendor validation, minimum quantity and minimum dollar requirement checks, discontinued or obsolete part purchase verifications, and vendor freight terms and payment terms validations. DEX Buyer will automatically interrupt the requisition approval process if any of these requirements are not satisfied.

Once a purchase requisition is approved a purchase order record is created in the Oracle purchasing system. DEX Buyer then provides the same streamlined queue management review and approval process for these POs as it provided for the requisitions that preceded them. It also performs the same edit checks against these purchase orders prior to final approval as it did on the requisitions prior to their final approval, assuring accuracy throughout the entire procurement process.

Moreover, the Purchase Order approval queue incorporates some capabilities that are unique to the purchase order process, among them:

- » The queue automatically manages and tracks POs through multi-level approval processes when such routing is required.
- » POs that are modified for price change, deliver date, quantity adjustments, or other reasons are automatically re-inserted back into the queue for re-approval.

Improved Financials

The DEX Buyer module allows for detailed financial monitoring and processing of requisitions and purchase orders. The result is financial stability within procurement operations and the ability to quickly adapt to changing operational conditions and budgetary restrictions. Controlling procurement costs during the process, rather than at the end of a fiscal period improves the overall financial picture.

Consistent Process

Consistency is a hallmark of good process controls. With the DEX Buyer solution, the requisition and purchase order process is dependable and repeatable every time, enabling a uniform business operation.

DEX Systems – Your complete solution

DEX Systems, the IT solutions division of DEX, was created to respond to real world problems. To address those issues, DEX Systems developed application solutions that specifically address areas not handled by Oracle applications. As a result, DEX Systems now is able to provide software solutions that have been developed, tested, and used in support of hundreds of clients worldwide. Our clients have the ability to select one or multiple modules based on their specifications, enjoying “best in class” solutions for all their business requirements.

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