

/wawfexp

Login**CAC Card Login**

govt.

**Access**

ne



This presentation provides an overview of an Acceptor accepting a document via a mobile device.

This presentation contains audio narrative. Please adjust your volume accordingly.

Regis

Please visit WAWF in your desktop browser to register.

**Notice**

/wawfexp

Login**CAC Card Login**

govt.



Ac

ECP0710 applies to the Inspection and Acceptance of the following documents:

Receiving Report

Purchase Card Receiving Report

Micro Purchase Card Receiving Report

Invoice as 2-in-1

For this demonstration, we will be accepting a Receiving Report.

**Notice**

/wawfexp

Login

CA When a user opens the app for the first time, the application will require internet connection.

Ac Users will be required to login into WAWF.

New User?

Registration for new users is unavailable using this application.

Please visit WAWF in your desktop browser to register.

Notice

- You are accessing a U.S. Government (USG) information system (IS) that is provided for USG authorized use only.
- By using this IS (which includes any device attached to this IS), you consent to the following conditions:
- The USG routinely intercepts and monitors communications occurring on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.

User

[Profile Maintenance](#)

[Address Book Maintenance](#)

[Role Maintenance](#)

[Add Roles](#)

[View \ Edit Roles](#)

[Security Maintenance](#)

[Change User Authentication Type](#)

[Mobile Maintenance](#)

[Submit User Feedback](#)

[Group Administrator Lookup](#)

[MRS Reports Request](#)

[MRS Reports Status](#)

[User Preferences](#)

[Vendor Messages](#)

[Government Messages](#)

A Mobile Maintenance link has been added under the User dropdown in the main WAWF application to allow a user to maintain the Mobile PIN and Mobile Password (if applicable).

This menu option will only be available for government users.

Mobile Maintenance

Your mobile user ID is carlagov



Your mobile password was last updated on 2013/01/08 09:16:15

Change Mobile Password

* Asterisk indicates required entry.

Password Rules

- Minimum 15 characters
- Must contain at least 1 capital letter
- Must contain at least 1 lower case letter
- Must contain at least 1 number
- Must contain at least 1 special character
- Entered passwords must be different from last 10 passwords used
- Cannot be changed within 24 hours

New Password *

.....

Confirm New Password *

.....

The password will follow the standard WAWF password rules.

The password will expire in the same timeframe as other WAWF passwords.

Security questions will not be required for this password since the user will be able to reset it by logging on to the main WAWF application with their Software Certificate or CAC card.

Submit

Help

/wawfexp

Login**CAC Card Login**

govt.

**Access u**

The user logs in with their User ID/Password and clicks the "Login" button.

offline

**New User?**

Registration for new users is unavailable using this application.

Please visit WAWF in your desktop browser to register.

Notice

- You are accessing a U.S. Government (USG) information system (IS) that is provided for USG authorized use only.
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- At any time, the USG may inspect and seize data stored on this IS.

Create PIN to work offline

Submit

After logon, the user will be required to create a PIN.

The PIN will be stored on the mobile device and will be used to encrypt the documents which are stored on the local device.

A PIN requires at least 4 alphanumeric characters.

Back

WAWF 2.0

?

Create PIN to work offline

....

....

Submit

The user enters a PIN and clicks the "Submit" button.

/wawfexp

Login**CAC Card Login**

govt.

**Access using PIN**

offline



When the user opens the application again, the application will allow the user to access using the PIN.

An internet connection will be required if the user changes the PIN or forgets the PIN.

**Notice**

Edit



Local

Upload

RR SL470112B0301

Delivery Order : R268

Shipment No : MPC3919

Invoice No : INX3923

Saved Date : 2013-01-08T15:02:25.445Z



The 'Local' tab will display the documents which are stored on the local device.

The 'Online' tab will allow the user to search documents on the WAWF server.



Local

Online

Edit



Local

Upload

RR SL470112B0301

Delivery Order : R268

Shipment No : MPC3919

Invoice No : INX3923

Saved Date : 2013-01-08T15:02:25.445Z



The user clicks the Online tab.

Local

Online



Cancel

Login

Please login into WAWF to access the requested feature.

Login

CAC Card Login



The first time a user action is performed that requires 'connected mode', such as performing a document search in the WAWF database, the user will be prompted to log in via CAC or User ID/Password.

After successful log in, a session will be created and the user will not have to log in again until the session becomes inactive.



Location Code / Ext / Role ^

Contract Number

Delivery Order

Creation Period

Last 30 Days

Search In

Inbox

Document Type

Shipment No.

Invoice No.

Status

Total Documents

25

The user will be required to select the appropriate Location Code and Role combination in order to search online.



Location Code / Ext / Role ^

FU4417/NA - Accep



Contract Number

Delivery Order

Creation Period

Last 30 Days



Search In

Inbox



Document Type



Shipment No.

Invoice No.

Status



Total Documents

25



The user selects a Location Code/Role from the dropdown and clicks the "Search" button.

Back



Documents(1)

Download

RR CRCARD12B0301

Delivery Order:R345

Shipment:01

Status:Inspected



Submitted Dt:2013-JAN-07

Amount:OMR 30,957.49

The search result will display the documents which are in the user's inbox as well as the user's History Folder.

Back



Documents(1)

Download

RR CRCARD12B0301

Delivery Order:R345

Shipment:01

Status:Inspected

Submitted Dt:2013-JAN-07

Amount:OMR 30,957.49



Touching the 'Download' link, will display the download documents page.

Back



Download

Submit

Select the appropriate documents to download and save it your device.

RR CRCARD12B0301

Delivery Order:R345

Shipment:01

Status:Inspected

Submitted Dt:2013-JAN-07

Amount:DMR 30,957.49

The Download Documents page will only display the documents which are available for acceptance.

Back



Download

Submit

Select the appropriate documents to download and save it your device.

RR CRCARD12B0301

Delivery Order:R345

Shipment:01

Status:Inspected



Submitted Dt:2013-JAN-07

Amount:OMR 30,957.49

A user can select the appropriate documents by touching the documents and touching the "Submit" button.

Home



Document

Save

carlagov

1. Document Information

2. Line Items

3. UID

4. Attachments

5. Submit

Regardless of the internet condition, the document will always be saved locally.

Home



Document

Save

carlagov

1. Document Information



2. Line Items



3. UID



4. Attachments



5. Submit



The Acceptor clicks the Document Information link.

Back

Document Information

Document Information

Issue Date	2002/02/02
Contract Number	SL470112B0301
Contract Number Type	Non-DoD Contract (FAR)
Delivery Order No	R268
Reference Procurement Id	FU4417BAMB00L
Acceptance Pt	
Inspection Pt	
Delivery On Invoice	N
Document Total	44910
Currency	JPY
Source Type	RR
Supplies	SPL
User ID	carlagov
Pay System	EBS
ARP	N

The Document Information page will display all of the view only information.

Document Inform

Home



Document

Save

carlagov

1. Document Information



2. Line Items



3. UID



4. Attachments



5. Submit



The Acceptor clicks the Line Items link.

Back

Line Items

5555

Stock Part No.: 9140014087211 Qty. Shipped: 2

Unit Price: 1234.080

Total: 2468.160

Unit: US

6666

Stock Part No.: 1

Qty. Shipped: 6

Unit Price: 5.150

Total: 30.900

Unit: ST

7777

Stock Part No.: 1

Qty. Shipped: 1001

Unit Price: 28.430

Total: 28458.430

Unit: PI

The Line Items for this document are displayed.

The Acceptor clicks on each individual Line Item to enter the Quantity Accepted.

Back

Line Items

Item 6666

Qty. Shipped 6

Qty Accepted ^{*} 6

Amount 30.900

Stock Part No. 1

The Acceptor enters the Quantity Accepted for the Line Item and repeats this process for each additional Line Item on the document.

Unit Price 5.150

Description Line Description for CRCARD RR

Type Designation Method

Type Designation Value

NSP

GFE N

Multi Box Pack Ind N

Ship Advice Cd A

Hazardous

Home



Document

Save

carlagov

1. Document Information



2. Line Items



3. UID



4. Attachments



5. Submit



The Acceptor clicks the UID link.

Back

UID

Document Level

Line Item: 5555

0113152722A152722

0113152728B152728

The UIDs for this document are displayed by Line Item number.

Back

UID

<input type="checkbox"/>	Document Level	<input type="checkbox"/>
<input type="checkbox"/>	Line Item: 5555 >	<input type="checkbox"/>
<input type="checkbox"/>	0113152722A152722	<input type="checkbox"/>
<input type="checkbox"/>	0113152728B152728	<input type="checkbox"/>

The UIDs for this document can be accepted/rejected at Document Level and at Line Level.

Back

UID



Document Level



Line Item: 5555



0113152722A152722



0113152728B152728



The Acceptor accepts all of the UIDs on the document.

Back

UID

<input checked="" type="checkbox"/>	Document Level	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Line Item: 5555	<input type="checkbox"/>
<input checked="" type="checkbox"/>	0113152722A152722	<input type="checkbox"/>
<input checked="" type="checkbox"/>	0113152728B152728	<input type="checkbox"/>

The Acceptor clicks the Line Item link.

Back

UID Data

Line Item: 5555

UID

Special Tooling Or Test

Special Tooling

Equipment Status

UID Type

VIN

Warranty

Y

UID Number

0113152722A152722

Accepted

Y

+ Embedded GFP

+ Embedded Non-GFP

UID Number

0113152728B152728

Accepted

Y

The details for the UIDs are displayed.

The Embedded GFP and Embedded Non-GFP information sections may be expanded and viewed as well.

Home



Document

Save

carlagov

1. Document Information



2. Line Items



3. UID



4. Attachments



5. Submit



The Acceptor clicks the Attachments link.

Back

Attachments

WARNING: Wide Area Workflow (WAWF) is designated for Sensitive Unclassified information ONLY.
Do NOT enter classified information in this system.

Select Attachment

gallery



Take Picture

camera



The Attachments page is displayed where attachments and images may be added.

Home



Document

Save

carlagov

1. Document Information



2. Line Items



3. UID



4. Attachments



5. Submit



The Acceptor clicks "Submit" in order to sign and submit the document.

Back

Submit

Acceptance



Date Received

2013/01/08



Acceptance Date

2013/01/08



Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents

Signature

Signature Of Authorized Government Representative

Reject To Initiator

Reject To Inspector

Comments

Submit Document

NOTE: All the calculated amounts will be recalculated and formatted again on the server using the currency code for this document.

If there is no internet connection, the app will mark the document as complete and will save it on the local device.

Back

Submit

Acceptance



Date Received

2013/01/08



Acceptance Date

2013/01/08



Has been made by me or under my supervision and they conform to contract, except as noted herein or on supporting documents



Signature

Signature Of Authorized Government Representative

Reject To Initiator

Reject To Inspector

Comments

Submit Document



NOTE: All the calculated amounts will be recalculated and formatted again on the server using the currency code for this document.

The Acceptor checks the Acceptance box, enters appropriate dates, clicks the Signature button followed by the Submit Document button.

The Source Inspection and Other Acceptance Receiving Report was successfully accepted.

It has been processed via EDI.

Contract Number CRCARD12B0301

Delivery Order

Shipment No. 01

Invoice No.

Email sent to Vendor: nrice@caci.com

Email sent to Pay Official: wawf@caci.com

[Send Additional Email](#) >

[Main Menu](#) >

The Success page is displayed along with a success message at the top.

The Source Inspection and Other Acceptance Receiving Report was successfully accepted.

It has been processed via EDI.

Contract Number CRCARD12B0301

Delivery Order

Shipment No. 01

Invoice No.

Email sent to Vendor: nrice@caci.com

Email sent to Pay Official: wawf@caci.com

[Send Additional Email](#) >

[Main Menu](#) >

Click the Send Additional Email link to add additional email addresses.

The Source Inspection and Other Acceptance Receiving Report was successfully accepted.

It has been processed via EDI.

Contract Number CRCARD12B0301

Delivery Order

Shipment No. 01

Invoice No.

Email sent to Vendor: nrice@caci.com

Email sent to Pay Official: wawf@caci.com

[Send Additional Email](#) >

[Main Menu](#) >

This concludes the demonstration of an Acceptor accepting a document via a mobile device.