

# WBSCM Order Manager

The Order Manager creates requisitions for materials. Direct Ship RAs can upload or enter receipts through the Order Management function. Entitlement/Bonus Detail and Entitlement Bonus Summary Reports can be accessed through the Reports tab.

## WBSCM Portal Views

The screenshot shows the WBSCM Order Manager portal. At the top, there is a navigation bar with tabs for Home, Operations, Admin, Reports, and Help. Below this, a breadcrumb trail reads: Operations > Order Processing > Order Management > Domestic Order Entry. The left sidebar contains three main sections: Order Management, Domestic Order Entry, and Shipment Receipts. The main content area is titled 'My Transactions | Catalog | Entitlement' and features a 'Transaction in Process' button. A 'Product Catalog' section is highlighted with a yellow box and a callout '3', showing a search bar and a list of product categories: [-] SFSP, [-] NSLP, [-] Direct Delivery, [+] Meat, [+] Poultry, [+] Vegetables, [+] Fruits (Canned, Dried, Fresh, Frozen), [+] Juice, [+] Dairy, [+] Pasta/Rice, [-] Processing Diversion, [+] Veg/Fruit/Juice, and [+] Poultry. A callout '1' points to the top navigation bar, '2' points to the Order Management link in the sidebar, and '4' points to the Shipment Receipts link in the sidebar.

- 1 Available Functions:** Order Managers see the Home, Operations, Admin, Reports, and Help tabs in the top navigation.
- 2 Order Management:** Access Domestic Order Entry link through the Order Management folder.
- 3 Domestic Order Entry:** Access product catalog to place requisitions.
- 4 Shipment Receipts:** Direct Ship Recipient Agencies can upload or enter shipment receipts.



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