

LIS

QUEUE MANAGEMENT



USER GUIDE

OCTOBER 1990

PREFACE

This User Guide is intended for the use of Federal Aviation Administration (FAA) personnel who have authorized access to the Logistics and Inventory System (LIS).

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1.0 OVERVIEW

1.1 GENERAL DESCRIPTION

Queue Management is a function in the Inventory Management subsystem of the LIS. It is a electronic suspense routine for the management and control of unprocessed transactions pertaining to the daily activities of Inventory Management. The daily activities of Inventory Management are the processing of Issues, Receipts, Adjustments, and File Maintenance for FAA Logistics Center's centralized inventory and distribution system.

The Queue Management function is designed to allow unprocessed transactions to be identified, controlled, routed, and processed through the use of security levels, screens, and unique Queue Management Status codes. Each of the unprocessed Issue, Receipt, Adjustment, and File Maintenance transactions are given a Queue Status Code that stores and places the transaction in suspense is and accessible only through the Queue Management Main Menus. These transactions are further sorted by Item Manager Code or organization. The appropriate Item Manager or organization can retrieve the unprocessed transaction to review, modify, process or cancel.

A typical Queue Management Supply Management Main Menu will allow the user to have access to electronic Exceptions for Issues, Adjustments, File Maintenance, Receipts, Non - Catalog/ No Record Requisitions, Advance Due In / Due Ins (ADI / DI), Adjustment's Pending Approval, Information Notices and Requests for Cancellation. The Management and Exception Notice, AC Form 4710.1, is not used. The capability to print a hard copy of a Queue Management Exception screen is an a OPTION that can be requested from each Queue Management Detail Screen.

Each Queue Management selection screen displays, as a minimum, transactions by NSN, TRANSACTION TRACKING NUMBER and DATE RECEIVED. The selection screens also allow for multiple selection of transactions for viewing and processing. Instant visibility of high priority workload areas are available to the user through the **QUEUE MANAGEMENT MAIN MENU** screens. Catalog and Non - Catalog requisitions have an interface with the LIS / Procurement and FEDSTRIP / MILSTRIP (FED / MIL) function that are accessible through a single keystroke. Automatic corrective action can be accomplished with minimal key entry. Automatic and manual routing of a transaction to a Item Manager or organization through electronic media is a feature of the Queue Management function.

To assist the Item Manager in processing transactions on the Exception and Information screens, the **LIS / INQUIRIES MENU** can be accessed from the **QUEUE MANAGEMENT SUPPLY MANAGEMENT MAIN MENU** for a view of the Master Inventory Record and subsidiary item support records. Inquiries can be also be made to the Master Inventory Record within some data entry screens. Processed transactions are passed to other computer processes which produce shipping documents, create FED / MIL Requisitions and provide appropriate data to update other files, and systems such as Accounting and Depot Support (DS).

1.2 BENEFITS

The Queue Management function is designed to eliminate the hard copy Management and Exception Notices and manual distribution.

The function provides positive control of unprocessed transactions and allows corrective action with minimal data entry by the user.

The function automatically shows the user a summary of workload in priority sequence facilitating the ability for organized work accomplishment. The Queue Management function provides electronic routing of transactions to and from Item Managers and other organizations for timely completion of work tasks.

The function provides electronic interface with the LIS / Procurement and FED / MIL functions for processing Non - Catalog and Cataloged requisitions.

Security level controls throughout the function insure the integrity of the transaction data and corrective actions.

1.3 REQUIRED SECURITY LEVELS FOR QUEUE MANAGEMENT

The Queue Management function, as with other LIS subsystems, requires certain security levels within the Inventory Management application. The required security levels and their definitions are as follows:

LEVEL 3 - AML-600 ITEM MANAGERS AND EQUIPMENT SPECIALIST

Inquiry capability into all LIS databases and tables. This security level has access with update capability to Issues, Adjustments, File Maintenance (except Warehouse Location File Maintenance), Due-Ins, Procurement, and Queue Management. This security level does not have access to Receipts. This security level allows for approval of Purchase Requests subject to approval authority.

LEVEL 4 - AML-600 MANAGEMENT

Inquiry capability into all LIS databases and tables. This security level has access with update capability to Issues, Adjustments, File Maintenance (except Warehouse Location File Maintenance), Due-Ins, Procurement, and Queue Management and limited update capability into Procurement Tables. This security level does not have access to Receipts. This security level allows for approval of Purchase Request subject to approval authority.

LEVEL 5 - AML-600 CONTROL GROUP (AML-610)

Inquiry capability in to all LIS databases and tables with full update capability into all procurement databases and tables. This security level has access with update capability to Issue, Adjustments, File Maintenance (except Warehouse Location

File Maintenance), Due-Ins, Procurement, and Queue Management and full update capability into Procurement Tables.

This security level does not have access to Receipts. This security level allows for approval of Purchase Requests subject to approval authority.

LEVEL 6 - AML-320 RECORD AUDIT AND UPDATE UNIT SUPERVISOR, SUPPLY CLERKS AND SUPPLY TECHNICIANS

Inquiry capability into all LIS databases and tables. This security level has full update capability for Receipts and access to Queue Management for Receipts. This security level can enter and process Issues, enter Adjustments, and has full update capability to Shipping Information. This security level has access to File Maintenance for maintaining Warehouse Locations.

LEVEL 7 - AML-611 NON-CATALOGUED RESEARCHERS

Inquiry capability into all LIS databases and tables. This security level has access to Queue Management for processing and routing on Non - Catalogued / Non-Stocked Requisitions.

LEVEL A - AML-610 INVENTORY MONITOR

Inquiry capability into all LIS databases and Tables. This security level has access to Queue Management for processing cycle inventory thaws (03T) and Adjustments (10, 11, 19, 25, 26 and 28). This security level has access to File Maintenance for maintaining pre-inventory date and current STATUS CODE 4.

LEVEL B - AML-611 CATALOGERS

Inquiry capability in to all LIS databases and tables. This security level has access to Queue Management for processing Delete and Transfer (05R) ACTION CODE 6 and for viewing Information Notices on completed delete and transfer and NSN delete actions.

LEVEL F - AML-370 FREIGHT CLASSIFICATION SPECIALIST

Inquiry capability into all LIS databases and tables. This security level has limited access to File Maintenance for maintaining Transportation Codes and selected Special Handling Codes. This security level has access to Queue Management for reviewing and processing Special Handling and Transportation Codes.

LEVEL H - AML-110 SYSTEMS GROUP

This security level has access to Queue Management for processing File Maintenance Exceptions.

1.4 STANDARD NOTATION FOR INPUT FROM THE KEYBOARD

Throughout the LIS USER GUIDE, the following conventions will be used consistently to indicate user keyboard entry

EXAMPLE:

When the user sees	It represents...	Example...
[] (square brackets)	a specified key that should be pressed.	[ENTER]
< > (greater than & less than)	the data to be input	<99> <01>
ALL CAPITAL LETTERS	a data or field name	TRANSACTION CODE CONTROL NUMBER
BOLD CAPS	information from the actual screen	<99> - TO CANCEL OR RETURN TO LIS MAIN MENU
Press	instructions to depress a key or Keys	Press [ENTER]
Input	instructions to type the specified input	input option NUMBER <2>
NOTE:	important information	NOTE: Set printer for 132 column output
[keyname]-[keyname]	combinations of keys to press together	Hold the first key down, press the SECOND

2.0 LOGGING ON THE LIS

```

      FFFFFFFF  AAAAAA  AAAAAA  NNN      NNN EEEEEEEEE  TTTTTTTTTT
      FFFFFFFF  AAAAAAAA  AAAAAAAA  NNNN      NNN EEEEEEEEE  TTTTTTTTTT
      FFF      AAA  AAA  AAA  AAA  NNNNN      NNN EEE      TTT
      FFFFFFFF  AAAAAAAA  AAAAAAAA  NNN  NN  NNN EEEEEEEEE  TTT
      FFFFFFFF  AAAAAAAA  AAAAAAAA  NNN  NN  NNN EEEEEEEEE  TTT
      FFF      AAA  AAA  AAA  AAA  NNN      NNNNN EEE      TTT
      FFF      AAA  AAA  AAA  AAA  NNN      NNNN EEEEEEEEE  TTT
      FFF      AAA  AAA  AAA  AAA  NNN      NNN EEEEEEEEE  TTT  PX 3.5

      WARNING:  UNAUTHORIZED ACCESS IS CONSIDERED A CRIMINAL ACT.
                SECTIONS 641 AND 1030 OF TITLE 18 USC.

*****
*
*          LEASE ENTER REQUESTED ACCESS INFORMATION          *
* LOGON-ID  :LGACXXX      HOST:          P210      DATE  :10/16/95      *
* PASSWORD  :*****      TERMINAL-ID  :LG03LU64  TIME  :07:34:42      *
* NEW PASSWORD:          TRANSFER:          MODEL  :3292-2A      *
*
*
*          HELP  :(405) 954-3000 *
*****

      *** PRODUCTION TPX ON SYSTEM P210 ***

      FOR HELP DESK DIRECTORY SELECT "HELP DESK" APPLICATION FROM YOUR MENU
PF1 = HELP  PF3 = LOGOFF

```

FIGURE 1

Input USER ID CODE at the USER ID field. [TAB] to PASSWORD, and input the assigned PASSWORD. Press [ENTER]. Logon to the LIS is complete. The next screen displayed will be **FAA LOGISTICS AND INVENTORY SYSTEM , MAIN SYSTEM MENU - LIS010**, (Pg. 9).

2.1 LIS MAIN SYSTEM MENU - LIS010

```
10/03/90                FAA LOGISTICS AND INVENTORY SYSTEM                LIS010
                        **  MAIN SYSTEM MENU  **

      LIS STAFF HOT-LINE NUMBERS:   FTS: 747-3447   COMM: 405 680-3447

1 - PMMS PRODUCTION SYSTEM                7 - NAME/ADDRESS CHANGE REQUEST
2 - UTILIZATION SCREENING & DISPOSITION   8 - ENGINEERING DATABASE
3 - CATALOGING                            9 - CUSTOMER SERVICE EVALUATION
4 - ONLINE REQUISITIONING                 10 - MANAGEMENT INFORMATION SYSTEM
5 - INVENTORY MANAGEMENT                  11 - MAIL/CONNECT
6 - OTHER SYSTEMS                         12 - LIS TABLES

                                           99 - LOGOFF

                                           ENTER OPTION:  __
```

FIGURE 2

After logging onto the Logistics and Inventory System (LIS), the user will reach the **LIS MAIN SYSTEM MENU - LIS010**. Here the user decides which LIS application to access.

Each **LIS MAIN MENU** is tailored to fit the application needs of the user; therefore, the number of the **OPTION** corresponding to the application will differ from user to user. In the above example, **OPTION <5>** is for **INVENTORY MANAGEMENT**. To access Queue Management input **<5>** at **ENTER OPTION**. Press **[ENTER]** and the **INVENTORY MANAGEMENT MAIN MENU - INV001** (Pg. 10) will be displayed.

2.2 THE INVENTORY MANAGEMENT MAIN MENU - INV001

```
10/03/90                LIS/INVENTORY MANAGEMENT                INV001
                        **  MAIN MENU  **

1-ISSUES MENU
2-RECEIPTS MENU
3-ADJUSTMENTS MENU
4-FILE MAINTENANCE MENU
5-QUEUE MANAGEMENT MENU
6-INQUIRIES MENU
7-ESTABLISH ADVANCE DUE-IN/DUE-IN MENU
8-AUTOMATED PROCUREMENT MENU
9-WAREHOUSE LOCATOR LABEL
99-EXIT TO LIS MAIN MENU

ENTER OPTION: 5

TRANS-CD/MOD :  _  _
NSN/SUFFIX  :  _ _ _ _ _
VOUCHER-NBR:  _ _ _ _ _
CONTROL-NBR:  _ _ _ _ _
```

FIGURE 3

MANAGEMENT MAIN MENU - INV001 In Figure 3, OPTION <5> accesses any of the seven Queue Management Main Menus:

SUPPLY MANAGEMENT MAIN MENU - QUE001 (Pg. 12).

RECORD AND AUDIT AND UPDATE MAIN MENU - QUE003 (Pg. 65).

CATALOGING MAIN MENU - QUE004 (Pg. 97).

INVENTORY MONITOR MAIN MENU - QUE005 (Pg. 89)

TRAFFIC MAIN MENU - QUE007 (Pg. 103).

NON - CATALOG / NO RECORD MAIN MENU - QUE009 (Pg. 74).

SYSTEMS CONTROL GROUP MAIN MENU - QUE010.

Accessibility to each **QUEUE MANAGEMENT MAIN MENU - QUE0XX** is dependent on the user's security level and will automatically display for that particular security level and USER ID to include the user's workload and transactions that require action.

To access Queue Management, the user will input OPTION <5>. Press **[ENTER]** and the appropriate QUEUE menu will be displayed.

SECURITY LEVEL 3, 4, AND 5**3.0 QUEUE MANAGEMENT SUPPLY MANAGEMENT MAIN MENU**

```

06/25/90                LIS/QUEUE MANAGEMENT                QUE001
                        ** SUPPLY MANAGEMENT MAIN MENU **
                        NAME: JONES, JOAN

PRIORITY:  -1-  -2-  -3-  -4-  -5-  -A-  -C-  -D-  -F-  -G-  -H-
            *      1    4      1                                *
            **      1                                **
            ***      6    5                                ***

7  1-ISSUE EXCEPTIONS                8    8-INFORMATION NOTICES
4  2-ADJUSTMENT EXCEPTIONS           9-REQUEST FOR CANCELLATION
7  3-FILE MAINT EXCEPTIONS           10-INVALID ITEM MGR EXCEPTIONS
   4-RECEIPT EXCEPTIONS              11-INQUIRIES MENU
   5-NON-CATALOG/NO RECORD           19-EXIT TO NON-CAT RESEARCH MENU
11 6-ADI/DI EXCEPTIONS               29-SELECT FAST PATH EXIT
3  7-ADJUSTMENTS PENDING APPROVAL    99-EXIT TO INVENTORY MGT MENU

                        ENTER OPTION:  1_      * = CRITICAL
                                                ** = LESS CRITICAL
OPTION 1,5  ENTER PRIORITY-CD:  1_      *** = NON CATALOG
OPTION 1-9, ENTER ITEM-MGR   :  05

```

FIGURE 4

QUEUE MANAGEMENT SUPPLY MANAGEMENT MAIN MENU - QUE001, shown in Figure 4, displays unprocessed Issue, Adjustment, File Maintenance, and Receipt transactions.

Additionally, this menu displays Non - Catalog / No Record Requisitions, Adjustments Pending Approval, Information Notices and Requests for Cancellation.

This menu is in two sections. The upper section consists of the NAME of the Item Manager associated with the ITEM-MGR. number appearing at the bottom of the screen, the Issue PRIORITY CODE and criticality indicators for both Operating and the Project Materiel Management System (PMMS) Requisition Exceptions. The number of Issue Exceptions and Non - Cataloged / No Record Exceptions in each PRIORITY category is also indicated. The asterisks (*) are used to denote the criticality of a requisition.

- * A single asterisk indicates a CRITICAL Requisition that has a <Y> or <BLANK> TRANSACTION CODE MODIFIER and is to be processed immediately.
- ** A double asterisk indicates all other Requisitions as LESS CRITICAL.
- *** A triple asterisk indicates NON - CATALOG.

The lower section displays unprocessed transactions that require action. Unprocessed transactions will be indicated by a number preceding the OPTIONS <1> through <10>. This number indicates the number of transactions that require processing.

Selecting OPTIONS <1> through <10> will access the applicable Queue Management selection screen. However, if only one transaction is available for processing, the selection screen will not display, but will take the user directly to the applicable detail processing screen.

OPTIONS <1> and <5> require input of the PRIORITY CODE in the ENTER PRIORITY-CD field and OPTIONS <1> through <9> require input to the ENTER ITEM-MGR. field. To access a nother Item Manager's Queue, within the users' organization, input the appropriate number in the ENTER ITEM-MGR. field. Input to these fields selects the applicable data to display for each PRIORITY CODE and Item Manager.

The other available OPTIONS are:

OPTION <10> **INVALID ITEM MANAGER EXCEPTIONS** - Displays for Security Level 5 only. This OPTION pertains to ITEM MANAGER CODE changes that could cause Exception Notices to have invalid ITEM MANAGER CODEs.

OPTION <11> **INQUIRIES MENU** - Displays the **INQUIRIES MENU** that offers a view of the Master Inventory Record and other Management data.

- OPTION <19> **EXIT TO NON - CATALOG RESEARCH MENU** - This OPTION is available to the NAS Unit (AAC-482B) Non - Catalog Item Managers for reviewing and processing of Non - Catalog Requisitions.
- OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH FEATURE to access other Inventory Management functions. Details on [Page 16](#).
- OPTION <99> **EXIT TO INVENTORY MGT. MENU** - Returns the user to the **INVENTORY MANAGEMENT MAIN MENU** - [INV001](#) (Pg. 10).

Select the OPTION desired, input the OPTION number in the ENTER OPTION field and press **[ENTER]** to continue.

NOTE : FIELD DEFINITION is a feature of this function. It allows the user to obtain the definition for a specific data field by placing a <?> in the field in question. It is available on all data entry fields and the ENTER OPTION field. If the user is unsure of what OPTION to use or a required data field, this feature will be beneficial . See Field Definitions - Example, [QUE382](#) , (Pg. 118).

3.1 THE FAST PATH FEATURE

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE382
                        ** REQUISITIONING ITEM EXCEPTION **

PROCESS DATE: 10/03/90                PROCESS TIME: 09:00:01
REASON: MGT CODE 5 'CONTROLLED ITEM' IM REVIEW/REGULATED DUE TO SHORT SUPPLY
SN: 0000-00-348-9876    SSC           :C695167B1 TRAN TRK NBR:902789834
T/C MOD   :67          QTY           :1          TAIL NBR   :
VOUCHER NBR: COND CD: S APP TO CD :          U/I           :EA
PRI CD    :5 _        DATE REQ'D:          RQN NBR      :
NBR      :           IN SHOPS VOUCHER NUMBER           :

SELECT NEXT TRAN-CD/MODIFIER OR SELECT FAST PATH EXIT

TRACKING-NBR:           NEXT TC/MOD: 03T
VOUCHER-NBR :          NSN           :3120 00 713 9584 _
                VOUCHER           :_____
                CONTROL-NBR:_____

ENTER--1---2---3---4---5---6---7---8---9--10--11--12---13-
        LIS      INV
__  HELP MAIN QUIT MAIN ISS REC ADJ FIL D/I CAT  INQ QUE PRC

```

FIGURE 5

The FAST PATH feature, within the Queue Management function can be used for direct access to other processing screens or functions without having to exit to a selection menu.

For example, to select a File Maintenance screen to remove the MANAGEMENT CODE in the above example, the user will select OPTION <29> on the Exception screen, the window shown in **QUE382**, (Pg. 16) will display the following message:

SELECT NEXT TRANS-CD / MODIFIER OR SELECT FAST PATH EXIT

The user need on ly key in the NEXT TC / MOD, the NSN, and if required, the VOUCHER, or CONTROL - NBR and press **[ENTER]**.

3.2 FAST PATH VARIANTS

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE382
                        ** REQUISITIONING ITEM EXCEPTION **

PROCESS DATE:  10/03/90                PROCESS TIME:09:00:01
REASON: MGT CODE 5 'CONTROLLED ITEM' IM REVIEW/REGULATED DUE TO SHORT SUPPLY
NSN          :0000-00-348-9876  SSC:C695167B1      TRAN TRK NBR: 902789834
T/C MOD      :67 _              QTY: 1           TAIL NBR      :
VOUCHER NBR:   COND CD: S      APP TO CD:         U/I          :EA
PRI CD       : 5 _              DATE REQ'D:      RQN NBR      :
PO NBR       :                  IN SHOPS VOUCHER NBR :

```

```

SELECT NEXT TRAN-CD/MODIFIER OR SELECT FAST PATH EXIT

TRACKING-NBR: 901000042      NEXT TC/MOD:  ___
VOUCHER-NBR  : 90454053     NSN          :  _____
                                  VOUCHER:      _____
                                  CONTROL-NBR:    _____

ENTER --1---2---3---4---5---6---7---8---9---10--11--12--13--
          LIS      INV
8  HELP MAIN QUIT MAIN ISS REC ADJ FIL D/I CAT INQ  QUE PRC

```

FIGURE 6

A variant of the FAST PATH feature is at the prompt:

SELECT NEXT TRANS-CD / MODIFIER or SELECT FAST PATH EXIT

OR

TRANSACTION PROCESSED

as shown in **QUE382**, (Pg. 18). A particular prompt is dependent on whether the user completes a transaction or takes the FAST PATH OPTION. The user can input an OPTION NUMBER at the ENTER OPTION field to call a specific function's menu. For example, to access the **FILE MAINTENANCE MENU - FIL010**, input <8> in the ENTER OPTION field and press **[ENTER]**.

3.3 EXCEPTION NOTICE (ISSUES) - QUE108

10/03/90		LIS/QUEUE MANAGEMENT					QUE108
** EXCEPTION NOTICE (ISSUES) **							
*	NSN	DESCRIPTION	TC/M	PRI	TRACK NBR	DAYS	
_	3895 01 309 2901	ROLLER ASSY	67	5	902710001	5	
RSN: TRANSACTION NOT PROCESSED, CURRENT STATUS CODE = '3' OR '4'							
_	5840 00 086 1376	COVER	67	5	902720034	4	
RSN: INVALID CONDITION CODE ON INPUT TRANSACTION.							
_	0000 00 012 1000	KIT AE-B-0651-1	67	5	902750002	1	
RSN: TRANSACTION NOT PROCESSED, CURRENT STATUS CODE = '3' OR '4'							
** END **							
* = MARK 'X' FOR DETAIL AND PRESS ENTER TO CONTINUE							
OR ENTER OPTION: ___ 1-REDISPLAY FROM TOP 99-Q-MGMT MAIN MENU							

FIGURE 7

In Figure 7, OPTION <1> will display multiple unprocessed Issue Requisitions according to the PRIORITY-CD selected on the **SUPPLY MANAGEMENT QUEUE MANAGEMENT MAIN MENU - QUE001** (Pg. 12). The information displayed consists of the NSN on the Requisition submitted, DESCRIPTION of the item ordered, TRANSACTION CODE and MODIFIER (TC / M), PRIORITY CODE (PRI), TRACK NBR assigned to the item ordered, the number of DAYS the Requisition has been on the Queue, and the REASON CODE MESSAGE (RSN) for the Requisition not processing. The oldest transactions will display at the top of the screen.

NOTE : This selection screen will not display if there is only one transaction available for processing.

There can be up to six Requisitions per screen. One or all Requisitions can be selected for processing by inputting <X> in the field preceding the NSN to access one of the eight **ISSUE ELECTRONIC EXCEPTION SCREENS**. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Requisitions are available.

When all Requisitions on selection screen have been viewed and no selections made, the message **** END **** will display in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001** (Pg. 12).

OPTION <1> **REDISPLAY FROM THE TOP** - Returns cursor to the first selection.

OPTION <99> **Q-MGMT MAIN MENU** - Exit to the **QUEUE MANAGEMENT MAIN MENU - QUE001** (Pg. 12).

Select OPTION desired, input OPTION NUMBER in the OPTION field and press **[ENTER]** to continue.

3.4 ISSUE ELECTRONIC EXCEPTION SCREENS

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE382
                ** REQUISITIONING ITEM EXCEPTION **

PROCESS DATE: 10/03/90  PROCESS TIME: 09:00:01

REASON: MGT CODE 5 'CONTROLLED ITEM' IM REVIEW/REGULATED DUE TO SHORT SUPPLY
NSN          :3120 00 713          SSC:A697365          TRAN TRK NBR:902761455
T/C MOD      :67 _                QTY:1_____          U/I           :EA
VOUCHER NBR:_____ COND  CD :S  APP TO CD:_____      TAIL NBR      :
PRI CD       :5                  DATE REQ'D _____  REQN NBR       :_____
PO NBR       :_____            IN SHOPS VOUCHER NBR :_____
AGREE NBR    :_____            REIMB APPROP NBR:_____
JOB ORD NBR:  _____          ADVICE CD:___          RTG SYM       :
ORIGINATOR  :JOHN THOMAS        TELEPHONE NUMBER:  FTS 747 6890
FAILURE RPT:  _____          NOTAM             :
PREF SHP    :                    VIEW QUP VALUE (Y/N):N
PRTY REASON:_____

1-PROCESS          6-ROUTE          11-VIEW ROUTING MSG/RESP
2-CANCEL           7-COMM. REPAIR          N 12-PRIORITY MONITOR
3-VIEW MARK4       8-CANNIBALIZE          20-PRINT EXCEPTION NOTICE
4-VIEW SHIP TO     9-SHOP FAB             29-SELECT FAST PATH
5-VIEW MASTER      10-SELECT NEXT RECORD  99-QUEUE MANAGEMENT MAIN MENU

                ENTER OPTION: ___

```

FIGURE 8

REQUISITIONING ITEM EXCEPTION SCREEN - QUE382, (Figure 8), is one of the eight electronic Exception screens that will display for an unprocessed Issue transaction.

The other screens are:

REPAIR / MODIFICATION ITEM EXCEPTION - QUE308

PROJECT REQUISITION EXCEPTION - QUE309

GFE / GFM TO CONTRACTOR ITEM EXCEPTION - QUE310

RETURN BORROWED ITEM EXCEPTION - QUE312

RETURN COMMERCIAL/MILSTRIP EXCEPTION - QUE314

LOANED ITEM EXCEPTION - QUE316

SURVEY / EXCESS EXCEPTION - QUE318

Each of these screens will differ somewhat in the data displayed. However, the Requisitioning Item Exception Screen - QUE382 and the OPTIONS available (except the NO RECORD NSN / PART NBR / ITEM Description Requisition Screen - QUE380) is a typical Exception Notice for all Issue transactions.

This screen allows the user to review, cancel or process a unprocessed Issue transaction. In this example, and with the other Issue screens, the non-modifiable fields are located in the upper portion of the screen. All modifiable fields are highlighted in yellow and are located in the lower portion of the screen. All required data must be entered. Inaccurate data entry will result in an error message appearing in the upper left corner of the screen. See **ERROR MESSAGE EXAMPLE - INV001**, (Pg. 116).

The VIEW QUP VALUE (Y/N) field will display the actual quantity packaged when a <Y> is input. The T / C MOD will effect the Issue process. All T / C MOD codes are not valid for all Issue transactions.

For example T / C MOD <X> to process an Issue through the FEDSTRIP / MILSTRIP function would not be valid for an item with a commercial PROCUREMENT SOURCE CODE (PSC). If the T / C MOD code is invalid for a particular transaction, a online error message will display in the upper left corner of the screen. See **ERROR MESSAGE EXAMPLE** - INV001 (Pg. 116).

TC/MODIFIER

<BLANK> Ship from FAA Logistic Center inventories.

<X> Allows Requisition to pass to the FED / MIL process, if given a valid FED / MIL NSN. The user will be prompted to **CONFIRM - FED / MIL THIS ITEM? (Y / N)**. A window will display for completion of the F/M coding. If the transaction is a PRIORITY 1, 2 or 4 (with DATE REQ'D of less than 10 days), the coded Exception Notice will automatically print for processing through the FED / MIL. If the requisition is routine, it automatically be submitted to the FED / MIL program electronically.

- <S>** Allows the Requisition to pass to the LIS / PROCUREMENT function for Commercial Direct Ship from vendor. The user will be prompted to: **CONFIRM - DIRECT SHIP THIS ITEM (Y OR N)**. A <Y> response will pass the requisition to the LIS / Automated Procurement function and will remove the transaction from the user's Queue.
- The user will be prompted to **EXIT TO THE LIS / PROCUREMENT SYSTEM (Y / N)**. A <Y> response the will place the user in the PROCUREMENT function for further processing of the Requisition. An <N> at the prompt will allow the user to remain in the Queue.
- <E>** Establishes a backorder.
- <C>** Confirming Issue.
- <P>** ISSAC Issue.
- <R>** Issue reversal.
- <W>** Warehouse refusal.
- <Y>** Management control bypass for all management codes (except management codes 1 and 3), safety stock, and maximum Issue quantity.

After applicable TC / MODIFIER is input, **[ENTER]** :

- OPTION <1> **PROCESS** - Allows the user to process a transaction to update applicable records and files, if no errors or codes prevent processing.
- OPTION <2> **CANCEL** - Cancels and writes the transaction to history.
- OPTION <3> **VIEW MARK4** - Provides a view of the MARK4 (MARK4 indicates special instructions for use on a "one time" basis) data on the input transaction.
- OPTION <4> **VIEW SHIP TO** - Provides a view of the SHIP TO (special ship to address identified by the Requisitioner) data on the input transaction.
- OPTION <5> **VIEW MASTER** - Provides a view of the Master Inventory Record.
- OPTION <6> **ROUTE** - Provides electronic transmittal of a transaction to Item Manager or organization.
- OPTION <7> **COMM. REPAIR** - Applicable to T / C 80 and Unit Exchange items only which allows the Requisition to pass to the LIS / PROCUREMENT function. The user will be prompted to:
CONFIRM - COMMERCIAL REPAIR THIS ITEM (Y OR N).

A <Y> response will pass the requisition to the LIS / PROCUREMENT function and will remove the transaction from the user's Queue. The user will be prompted to **EXIT TO THE PROCUREMENT SYSTEM (Y / N)**. A <Y> response will place the user in the Procurement function for further processing of the requisition. (Refer to the LIS / PROCUREMENT USER GUIDE for procedures). An <N> at the prompt will allow the user to remain in the Queue.

- OPTION <8> **CANNIBALIZE** - Removes transaction from the Queue and prints a hard copy Exception Notice for processing.
- OPTION <9> **SHOP FAB** - Removes transaction from the Queue and prints a hard copy Exception Notice for processing.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MES / RESP** - Displays message pertaining to a transaction that has been routed.
- OPTION <12> **PRIORITY MONITOR** - Displays a "note pad" for messages to and from the Priority Monitor, if the transaction is a priority, the <N> code will precede the OPTION number to indicate the presence of a priority monitor record. The <Y> code will precede the OPTION number to indicate the presence of a message to the Item Manager.

- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints a hard copy of Exception or Information Notice selected.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function.
- OPTION <99> Exit to **QUEUE MANAGEMENT MAIN MENU** - **QUE001** (Pg. 12).

Select the OPTION desired, input the OPTION number in the ENTER OPTION field and press **[ENTER]** to continue.

3.5 ADJUSTMENT EXCEPTION SELECTION SCREEN - QUE110

10/03/90		LIS/QUEUE MANAGEMENT				QUE110		
** EXCEPTION NOTICES (ADJUSTMENTS) **								
*	NSN		DESCRIPTION		TC/M	VOUCHER	TRACK NBR	DAYS
_	5835	01 122 9530	CTLUINITFAL0012-2		12	02634005	902630012	6
RSN: DUPLICATE DUE-IN FACILITY RECORD								
_	5975	00 655 2767			18	02644006	902640013	5
RSN: TRANSACTION NOT PROCESSED CURRENT STATUS CODE = '3' OR '4'								
_	6140	01 203 4912	BAT 572667		20	02654016	902650025	4
RSN: NSN ON INPUT CANNOT BE LOCATED ON MASTER RECORD OR D/T FILE.								
** END **								
* = MARK 'X' FOR DETAIL AND PRESS ENTER TO CONTINUE								
OR ENTER OPTION:___ 99-Q-MGMT MAIN MENU								

FIGURE 9

OPTION <2> displays the **ADJUSTMENT EXCEPTION SELECTION SCREEN - QUE110**, Figure 9, for multiple unprocessed Adjustment Exceptions, oldest first. The information displayed consists of the NSN, DESCRIPTION of the item being adjusted, TC / M, Adjustment VOUCHER number, TRACK NBR assigned to the Adjustment being processed and the number of DAYS the Adjustment transaction has been on the Queue. The REASON CODE MESSAGE (RSN) for the Adjustment is displayed below the NSN.

NOTE : This selection screen will not display if there is only one transaction available for processing.

There can be up to six Adjustment Exceptions per screen. One or all of the Adjustment's Exceptions can be selected for processing by inputting <X> in the field preceding the NSN to access the detail processing screen. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Exceptions are available.

When all the Exceptions on selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

OPTION <99> Q - MGMT MAIN MENU - EXIT TO THE **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

3.6 ADJUSTMENT ELECTRONIC EXCEPTION SCREENS

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE322
                ** ROTABLE DUE IN FACILITY DEBIT EXCEPTION **
ITEM MGR:61                T/C 12                ORG T/C 80
PROCESS DATE :10/03/90    PROCESS TIME :09:00:01    SSC :7694203CT
REASON:  DUPLICATE DUE-IN FACILITY RECORD
NSN :5835 01 122 9530    TRANS TRK NBR :902630012    ACTION :A
                                                DUE IN :103090
DESC :CTLUNITFA10012-2  VOUCHER NBR :02634005
COND CD: R  U/I: EA                QUANTITY :1                AGRMT NBR:
                                                CONTROL NBR: 02634001
                                                MESSAGE ROUTED FROM :STEWART
1 - PROCESS                5 - VIEW MASTER
2 - CANCEL                6 - ROUTE                20 - PRINT EXCEPTION NOTICE
                10 - SELECT NEXT RECORD    29 - SELECT FAST PATH
4 - VIEW SHIP TO 11 - VIEW ROUTING MSG/RESP 99 - QUEUE MANAGEMENT MAIN MENU
                ENTER OPTION:___

```

FIGURE 10

ROTABLE DUE IN FACILITY DEBIT EXCEPTION - QUE322 Figure 10, is one of the eight electronic Exception screens that can be accessed for an unprocessed Adjustment transaction.

The other screens are:

CYCLIC / SPECIAL EXCEPTION - QUE320

INVENTORY IN SHOPS DEBIT EXCEPTION - QUE324

LOAN DEBIT EXCEPTION - QUE326

BORROWED DEBIT EXCEPTION - QUE326

ROTABLE DUE IN FACILITY CREDIT EXCEPTION - QUE326

INVENTORY IN SHOPS CREDIT EXCEPTION - QUE326

LOAN CREDIT EXCEPTION - QUE326

BORROWED CREDIT EXCEPTION - QUE326

TRANSFER BETWEEN CATEGORY / ACCOUNTS EXCEPTION - QUE330

TRANSFER BETWEEN CONDITIONS / NSN'S EXCEPTION - QUE332

UNIT OF ISSUE CHANGE EXCEPTION - QUE334

INVENTORY UNIT PRICE CHANGE CREDIT EXCEPTION - QUE344

DIF TRANSFER / PURGE EXCEPTION - QUE346

Each of these screens will differ somewhat in the data displayed. However, the **ROTABLE DUE IN FACILITY DEBIT EXCEPTION - QUE322**, (Pg. 31) and the OPTIONS available is a typical Exception Notice for all Adjustment transactions.

This screen allows the user to review, cancel or process, a unprocessed Adjustment transaction. In this example, and with the other Adjustment Exception screens, the non-modifiable fields are located in the upper portion of the screen. All modifiable fields are highlighted in yellow and are located in the lower portion of the screen.

All required data must be entered. Inaccurate data entry will result in an error message appearing in the upper left corner of the screen. See **ERROR MESSAGE - EXAMPLE**, **INV001** (Pg. 116). Various **OPTIONS** are available to facilitate the processing of an Adjustment Exception transaction; however, the **OPTION** will be displayed only for the applicable transaction screen.

- OPTION <1> **PROCESS** - Allows the user to process a transaction to update applicable records and files, if no errors or codes prevent processing.
- OPTION <2> **CANCEL** - Cancels and writes the transaction to history.
- OPTION <4> **VIEW SHIP TO** - Displays the justification for the a djustment .
- OPTION <5> **VIEW MASTER** - Provides a view of the Master Inventory Record.
- OPTION <6> **ROUTE** - Provides electronic transmittal of a transaction to Item Manager or organization.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MES / RESP** - Displays message pertaining to a transaction that has been routed .
- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints a hard copy of Exception Notice selected.

- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function.
- OPTION <99> **QUEUE MANAGEM ENT MAIN MENU** - Exit to the **QUEUE MANAGEMENT MAIN MENU** - **QUE001** , (Pg. 12).

3.7 FILE MAINTENANCE EXCEPTION SELECTION SCREEN - QUE102

10/03/90		LIS/QUEUE MANAGEMENT					QUE102	
** EXCEPTION NOTICES (FILE MAINTENANCE) **								
<u>*</u>	<u>NSN</u>	<u>DESCRIPTION</u>	<u>TC/M</u>	<u>FLD NBR</u>	<u>ACT</u>	<u>TRACK NBR</u>	<u>DAYS</u>	
_	5825 01 095 4961	KIT	03T		1	902660075	3	
RSN: CURRENT STATUS CODE 4-TRANSACTION UNPROCESSED, PLACED ON FREEZE FILE								
_	3120 00 713 9584	COVER	01T		1	902660076	3	
RSN: DELETE ACTION NOT ACCOMPLISHED - MASTER QUANTITIES ARE NOT ZERO								
_	1560 00 096 3546	TUBE	05R		1	902670022	2	
RSN: TRANSACTION NOT PROCESS, CURRENT STATUS CODE = '3' OR '4'								
* = MARK 'X' FOR DETAIL AND PRESS ENTER TO CONTINUE						** END **		
OR ENTER OPTION: ___						1-REDISPLAY FROM TOP		

FIGURE 11

Figure 11. displays multiple unprocessed File Maintenance transactions when OPTION <3> is selected from the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

The information displayed consists of the NSN of the File Maintenance action, DESCRIPTION of the item, TC / M, FIELD NUMBER (FLD NBR), ACTION CODE (ACT), TRACK NBR assigned to the transaction, and number of DAYS the transaction has been on the Queue; the oldest transaction appearing at the top. The RSN will be listed on the second line.

NOTE : This selection screen will not display if there is only one transaction available for processing.

There can be up to six File Maintenance transactions per screen. One or all File Maintenance transactions can be selected for processing by inputting <X> in the field preceding the NSN to access the detail processing screen. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional File Maintenance transactions are available.

When all File Maintenance transactions on selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

OPTION <1> **REDISPLAY FROM TOP** - Returns the user to the top of first screen.

OPTION <99> **Q-MGMT MAIN MENU** - Exit to **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

3.8 FILE MAINTENANCE ELECTRONIC EXCEPTION SCREENS

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE348
                ** 03T MASTER INVENTORY EXCEPTION **
PROCESS-DATE :10/03/90                PROCESS-TIME :10:37:05
RSN :DATA FIELD IN ERROR
NSN :5825 01 095 4916                ACTION CODES
TRANS-TRACKING-NBR :902600075
VOUCHER-NBR :0262ACWJ                1 - REPLACE
TRANS-CD      :03                    2 - ADD
TC-MOD        :T                    3 - SUBTRACT
FIELD-NBR     :07  PROCUREMENT SOURCE CODE  4 - ESTABLISH
ACTION-CD     :1                    5 - BLANK OR ZERO
DATA FIELD    :_____
FREEZE-CD    :_

                                Routed FROM: SILVER
1 - ROCESS                5 - VIEW MASTER
2 - CANCEL                6 - ROUTE 20 - PRINT EXCEPTION NOTICE
10 - SELECT NEXT RECORD  29 - SELECT FAST PATH EXIT
11 - VIEW ROUTING MSG/RESP  99 - QUEUE MANAGEMENT MAIN MENU

                                ENTER OPTION: ___

```

FIGURE 12

The **03T MASTER INVENTORY EXCEPTION SCREEN - QUE348**, Figure 12 is one of the five Electronic Exception Screens that will display for unprocessed File Maintenance transactions.

The other File Maintenance Exception Screens are:

DELETE / TRANSFER ACTION CODE - QUE351 and QUE352

01T DELETE INVENTORY EXCEPTION - QUE353

DELETE / TRANSFER ACTION CODE 3 - QUE355

Each of these screens will differ somewhat in the data displayed. The File Maintenance Electronic Exceptions will allow the user to review, cancel or process a unprocessed file maintenance transaction. In this example, and with the other File Maintenance Exception screens, the non-modifiable fields are located in the upper portion of the screen. All modifiable fields are highlighted in yellow and are located in the lower portion of the screen. All required data must be entered. Inaccurate data entry will result in an error message appearing in the upper left corner of the screen. See **ERROR MESSAGE - INV001** (Pg. 116).

Various OPTIONS are available to facilitate the processing of a File Maintenance transaction; however, the OPTION will be displayed only for the applicable transaction screen.

OPTION <1> **PROCESS** - Allows the user to process transaction to update applicable records and files, if no errors or codes prevent processing.

OPTION <2> **CANCEL** - Deletes the transaction from the Queue Management files.

- OPTION <5> **VIEW MASTER** - Provides a view of the Master Inventory Record.
- OPTION <6> **ROUTE** - Provides electronic transmittal of a transaction to Item Manager or organization.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MSG / RESP** - Displays message pertaining to a transaction.
- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints a hard copy of Exception Notice selected.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - Exit to the **QUEUE MANAGEMENT MAIN MENU** - **QUE001**, (Pg. 12).

3.9 RECEIPT EXCEPTIONS SELECTION SCREEN - QUE106

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE106
      ** RECORD AUDIT & UPDATE RECEIPT EXCEPTION NOTICES **

*   _____ NSN          _____ VOUCHER NBR   _____ TC/M   _____ CONTROL NBR   _____ TRACK NBR   _____ DAYS
_   0056 00 351 7001   0199R001       56      019039AD      902000372      7
RSN: THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING.
_   3895 00 086 2901   0200R023       56      019239AB      902020358      5
RSN: THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING.
_   5840 00 388 1389   0200R034       56      019139BA      902020342      5
RSN: THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING.

                                NEXT TRACKING NBR?: _____                ** END **
                                * = MARK 'x' FOR DETAIL AND PRESS ENTER TO CONTINUE

```

FIGURE 13

Figure 13, displays multiple unprocessed Receipt Exception transactions when OPTION <4> is selected from the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12). The Information displayed consists of the NSN, VOUCHER NBR, TC / M, CONTROL NBR, TRACK NBR assigned to the transaction, and number of DAYS the transaction has been on the Queue; the oldest transaction appearing at the top. The RSN will be listed on the second line.

NOTE : This selection screen will not display if there is only one transaction available for processing.

There can be up to six unprocessed Receipt transactions per screen. One or all transactions can be selected for viewing in detail by inputting <X> in the field preceding the NSN. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Requisitions are available.

The user may elect to use the **NEXT TRACKING NBR?:** _____.
By inputting the TRANSACTION TRACKING NUMBER, this will position that transaction at the top of the select screen.

When all Requisitions on the selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**.

OPTION <99> QUEUE MANAGEMENT MAIN MENU - **QUE001**, (Pg. 12).

3.10 RECEIPT ELECTRONIC EXCEPTION SCREENS - QUE358

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE358
                        **  RECEIVE MATERIEL EXCEPTION  **

PROCESS DATE :10/03/90   ITEM MANAGER VIEW   PROCESS TIME:07:30:14
RSN: THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING

TRANSACTION CD :56      TRANS TRACKING NBR   :902000372
NSN             :0056 00 351 7001    RECEIPT VOUCHER NBR :0199R001
QUANTITY RECD  :1        CONTROL NUMBER     :019039AD
COND CODE      :R        UNIT OF ISSUE       :EA
                                   PARTIAL QUANTITY :
                                   TOTAL COST       :.00

UNLIKE NSN      :          SUPPLY SUPPORT CD   :A697365
AGREEMENT NBR  :

                                MESSAGE ROUTED FROM:  GAYNOR

5 - VIEW MASTER   10 - SELECT NEXT RECORD       20 - PRINT EXCEPTION
6 - ROUTE         11 - VIEW ROUTING MESSAGE     29 - SELECT FAST PATH EXIT
                 99 - QUEUE MANAGEMENT MAIN MENU

                                ENTER OPTION: ___

```

FIGURE 14

The **RECEIPT ELECTRONIC EXCEPTION SCREEN**, Figure 14, enables the user to view an unprocessed receipt transaction. This screen has no modifiable fields and will only allow a view of the transaction. This Receipt Exception has been routed from Record Audit and Update, AML-320.

After corrective action has been taken by the appropriate Item Manager, the receipt must be **ROUTED** back to RA&U with processing instructions. See Routing Option, on [Page 109](#).

The following OPTIONS are available

- OPTION <5> **VIEW MASTER** - Provides a view of the Master Inventory Record.
- OPTION <6> **ROUTE** - Provides electronic transmittal of a transaction to Item Manager or organization.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MSG / RESP** - Displays message pertaining to a transaction that has been routed.
- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints a hard copy of Exception selected.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function. Refer to [Page 16](#) for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - Exit to the **QUEUE MANAGEMENT MAIN MENU** - [QUE001](#), (Pg. 12).

3.11 NON - CATALOGED / NO RECORD SELECTION SCREEN - QUE118

10/03/90		LIS/QUEUE MANAGEMENT			QUE118
** (NON-CATALOG/NO RECORD) FOR PRI 5 **					
RSN :REQUISITION FOR ITEM THAT IS NONCATALOGED OR NO MASTER RECORD FOUND					
<u>*</u>	<u>NSN/PART NUMBER</u>	<u>DESCRIPTION</u>	<u>SSC</u>	<u>DAYS</u>	
—	AE-B-0651-1	MOTOR	S690307B1	1	
—	3120 00 713 9584	WRENCH, 3MM	4699214B1	1	
—	EEC23-45-89	TUBE, ELECTRON	4699214B1	1	
** END **					
* = MARK 'X' FOR DETAIL AND PRESS ENTER TO CONTINUE OR ENTER OPTION:___					
1 - REDISPLAY FROM TOP 20 - PRINT DISPLAYED EXCEPTIONS 99 - Q-MGMT MAIN MENU					

FIGURE 15

Figure 15 displays multiple unprocessed Non-Catalog/No Record Issue Requisitions according to the PRIORITY-CD selected on the **SUPPLY MANAGEMENT MAIN MENU - QUE001**, (Pg. 12) and OPTION <5> is selected. The information displayed consists of the NSN / PART NUMBER on the Requisition submitted, DESCRIPTION of the item ordered, SUPPLY SUPPORT CODE (SSC) of the ordering office, the number of DAYS the Requisition has been on the Queue and the RSN the Requisition did not process.

NOTE : This selection screen will not display if there is only one transaction available for processing. There can be up to twelve Requisitions per screen.

One or all Requisitions can be selected for processing by inputting <X> in the field preceding the NSN / PART NUMBER to access the detail processing screen. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Requisitions are available. When all Requisitions on selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

- OPTION <1> **REDISPLAY FROM THE TOP** - Returns the cursor to the top of the first selection screen.
- OPTION <20> **PRINT EXCEPTION NOTICES** - Print displayed exceptions.
- OPTION <99> Q-MGMT MAIN MENU - Exit the QUEUE MANAGEMENT MAIN MENU - **QUE001**, (Pg. 12).

3.12 NO RECORD NSN / PART NBR / ITEM DESCRIPTION REQUISITION - QUE380

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE380
  ** NO RECORD NSN/PART NBR/ITEM DESCRIPTION REQUISITION **
PROCESS DATE :10/03/90  PROCESS TIME: 10:06:36
NSN :                  SSC :4699214B1                TRAN TRK NBR :901996419
DESCRIPTION :TUBE, ELECTRON
MFG NAME       :GENERAL ELECTRIC                CAGE CODE       :81352
PART NBR       :EEC23-45-89                    CIRCUIT SYMB    :YA6
QTY            : 1                            U/I             : EA                CONTRACT NBR    :
PRI CD         : 5 _                          DATE REQ'D:     _____    TAIL NBR       :_____
ORIGINATOR    : JOHN JONES                    RTG SYM        :442
APP TO CD     : ASR1                          EQUIP TYPE:    AGREE NBR     :
JOB ORD NBR   :                               NOTAM         :
PRI REASON    :
  SUGGESTED   : ACE WHOLESALE ELECTRONICS
SPLY SOURCE   : AKRON, OHIO REMARKS: Y/N: N

1 - PROCESS          6 - DIRECT SHIP          11 - VIEW ROUTING MSG/RESP
2 - CANCEL           7 - FED/MIL              12 - PRIORITY MONITOR
3 - VIEW MARK4      8 - CANNIBALIZE         13 - COMMERCIAL REPAIR
4 - VIEW SHIP TO    9 - SHOP FAB            20 - PRINT EXCEPTION NOTICE
5 - ROUTE           10 - SELECT NEXT RECORD 29 - SELECT FAST PATH EXIT
  ENTER OPTION :__          99 - QUEUE MANAGEMENT MAIN MENU

```

FIGURE 16

The **NO RECORD NSN / PART NBR / ITEM DESCRIPTION REQUISITION** screen, Figure 16 is the Exception screen for unprocessed Non - cataloged Requisitions.

This screen allows the user to review, cancel or process a Non - cataloged Requisition. The REMARKS (Y / N) field will display any additional information provided by the requisitioner when a <Y> is input.

Various OPTIONS are available to facilitate the processing of a Non - Catalog Issue Exception Notice.

- OPTION <1> **PROCESS** - Allows the user to process a FAALC stock Requisition, if given a valid NSN on the Inventory Master Record.
- OPTION <2> **CANCEL** - Cancels the transaction and updates Requisition Status.
- OPTION <3> **VIEW MARK4** - Provides a view of the MARK4 data on the input transaction.
- OPTION <4> **VIEW SHIP TO** - Provides a view of the SHIP TO data on the input transaction.
- OPTION <5> **ROUTE** - Provides electronic transmittal of a transaction to Item Manager or organization.
- OPTION <6> **DIRECT SHIP** - Allows the requisition to pass to the LIS / PROCUREMENT function for commercial direct ship from vendor. This is a 3 step process. (1) The user will be prompted to: **CONFIRM - DIRECT SHIP THIS ITEM (Y OR N)**.

A <Y> response will pass the requisition to the LIS / Automated Procurement function and will remove the transaction from the user's Queue. (2) The user will be prompted to **LOAD ITEM TO MASTER INVENTORY RECORD (Y)es / (N)o**, refer to [Page 60 - QUEUE MANAGEMENT LOAD NO RECORD NSN / PART NBR / ITEM DESCRIPTION FEATURE](#) for processing procedures. (3) The user will be prompted to **EXIT TO THE PROCUREMENT SYSTEM (Y/N)**. A <Y> response will place the user in the Procurement function for further processing of the requisition. (Refer to the **LIS / PROCUREMENT SYSTEM USER GUIDE** for procedures). A <N> at the prompt will allow the user to remain in the Queue.

OPTION <7> **FED / MIL** - Allows Requisition to pass to the FED / MIL process, if given a valid FED / MIL NSN. The user will be prompted to **CONFIRM - FED / MIL THIS ITEM? (Y / N)**. A window will display for completion of the F/M coding. If the transaction is a PRIORITY 1, 2 or 4 (with DATE REQ'D of less than 10 days), the coded Exception Notice will automatically print for processing through the AUTODIN clerk in FED/MIL. When the requisition is routine, it will automatically be submitted to the FED / MIL program electronically. If the FED / MIL NSN is not on the Master Record, the user will be prompted to **LOAD ITEM TO MASTER INVENTORY RECORD (Y)es / (N)o**, refer to [Page 84](#).

- OPTION <8> **CANNIBALIZE** - Removes transaction from the Queue and prints an Exception Notice for processing.
- OPTION <9> **SHOP FAB** - Removes transaction from the Queue and prints an Exception Notice for processing.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MSG / RESP** - Displays message pertaining to a transaction.
- OPTION <12> **PRIORITY MONITOR** - Displays a "note pad" for messages to and from the Priority Monitor, if transaction is a priority, an <N> code will display preceding the OPTION number to indicate the presence of a Priority Monitor record. The <Y> code preceding the OPTION number indicates the presence of a message from the Priority Monitor.
- OPTION <13> **COMMERCIAL REPAIR** - Applicable to T / C 80 and Unit Exchange items only which allows the requisition to pass to the LIS / PROCUREMENT function. This is a 3 step process. (1) The user will be prompted to: **CONFIRM - COMMERCIAL REPAIR THIS ITEM (Y OR N).**

A <Y> response will pass the requisition to the LIS / Automated Procurement function and will remove the transaction from the user's Queue. (2) The user will be prompted to **LOAD ITEM TO MASTER INVENTORY RECORD (Y / N)**, refer to [Page 84](#), **QUEUE MANAGEMENT LOAD NO RECORD NSN / PART NBR / ITEM DESCRIPTION FEATURE** for processing procedures. (3) The user will be prompted to **EXIT TO THE PROCUREMENT SYSTEM (Y / N)**. A <Y> response will place the user in the Procurement function for further processing of the requisition. (Refer to the **LIS / PROCUREMENT SYSTEM USER GUIDE** for procedures). A <N> at the prompt will allow the user to remain in the Queue.

- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints the Exception Notice selected.
- OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function. refer to [Page 16](#) for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - Exits to the **QUEUE MANAGEMENT MAIN MENU** - [QUE001](#), (Pg. 12).

3.13 ADVANCE DUE-IN / DUE-IN EXCEPTION SELECTION SCREEN - QUE116

10/03/90		LIS/QUEUE MANAGEMENT				QUE116
** ADVANCE DUE-IN/DUE-IN EXCEPTION NOTICES **						
*	NSN	TC/M	CONTROL NBR	TRACK NBR	DAYS	
_	0056 00 351 7001	40 A	01923	902700342	6	
RSN : THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING						
_	3120 00 713 9584	40 D	0125682346	902710231	5	
RSN : THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING						
_	3120 00 516 9785	42 D	0134689457	902710244	5	
RSN : THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING						
NEXT TRACKING NBR?: _____				** END **		
* = MARK 'x' FOR DETAIL AND PRESS ENTER TO CONTINUE						
OR ENTER OPTION: ___ 99 - Q-MGMT MAIN MENU						

FIGURE 17

Figure 17 displays multiple unprocessed Advance Due-In/Due-In Exception transactions when OPTION <6> is selected on the **SUPPLY MANAGEMENT MAIN MENU - QUE001**, (Pg. 12). The information displayed consists of the NSN for the unprocessed action, TC / M, CONTROL NBR, TRACK NBR assigned to the transaction, and number of DAYS the transaction has been on the Queue, with the oldest transaction appearing at the top. The RSN will be listed on the second line.

NOTE : This selection screen will not display if there is only one transaction available for processing.

There may be up to six unprocessed Advance Due-In/Due-In transactions per screen. One or all transactions can be selected for viewing in detail by inputting <X> in the field preceding the NSN. Continue to press **[ENTER]** when * **MORE** * is displayed in the bottom right corner of the screen indicating additional Requisitions are available.

The user may elect to use the **NEXT TRACKING NBR?:** _____ .

When all Requisitions on selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001** , (Pg. 12).

OPTION <99> **Q-MGMT MAIN MENU - QUE001** , (Pg. 12).

3.14 ADVANCE DUE-IN / DUE-IN EXCEPTION NOTICE - QUE354

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE354
                        ** ESTABLISH ADVANCE DUE IN EXCEPTION **
PROCESS DATE :10/03/90                PROCESS TIME :07:30:14
    RSN :    THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING
    TRANSACTION CD :40A                TRANS TRACKING NBR :902700342
    NSN        :5960 00 351 7001      DATE DUE IN       :103090
    UNIT OF ISSUE :EA                CONTROL NUMBER     :01923
    PR DATE    :092390              QUANTITY         :1
    PRIORITY   :5                   COND CD          :S
                                BREAK DATE         :093090

1 - PROCESS           6 - ROUTE           20 - PRINT EXCEPTION
2 - CANCEL           10 - SELECT NEXT RECORD  29 - SELECT FAST PATH EXIT
5 - VIEW MASTER     11 - VIEW ROUTING MESSAGE 99 - QUEUE MANAGEMENT MAIN MENU

                                ENTER OPTION :__

```

FIGURE 18

The Advance Due-In / Due-In (ADI / DI) electronic Exception Screens, Figures 18 and **QUE356**, (Pg. 54), enable the user to view the unprocessed Advance Due-In / Due-In transactions in order to make a decision as to what corrective action is needed to process the transaction.

FIGURE 19, CONTINUED FROM PAGE 52

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE356
                        ** ESTABLISH DUE-IN EXCEPTION **

PROCESS DATE:  10/03/90                PROCESS TIME:  07:30:14

  RSN:    THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING
TRANSACTION CD:40D                TRANS TRACKING NBR :902710231
NSN      :3120 00 713 9584        DATE DUE IN       :103090
UNIT OF ISSUE :EA                CONTROL NUMBER     :0125682346
PO DATE   :092390                QUANTITY         :1
PRIORITY  :5                    COND CD          :S
SSC       :C6934111BV           BREAK DATE       :092890
                                           CONTRACT NBR    :

1 - PROCESS          6 - ROUTE                20 - PRINT EXCEPTION
2 - CANCEL           10 - SELECT NEXT RECORD   29 - SELECT FAST PATH EXIT
5 - VIEW MASTER     11 - VIEW ROUTING MESSAGE 99 - QUEUE MANAGEMENT MAIN MENU

                        ENTER OPTION:  ___

```

FIGURE 19

These screens have modifiable fields; therefore, corrective action can be taken using one of these screens to modify, process or cancel a transaction.

The user can also access the applicable File Maintenance applications utilizing the FAST PATH feature to take corrective action that will allow the ADI / DI transaction to process. The Exception Notice can be electronically routed. See Routing Option on [Page 109](#) along with information as to what action was taken.

The following OPTIONS are available:

- OPTION <1> **PROCESS** - Allows the user to process transaction to update applicable records and files, if no errors or codes prevent processing.
- OPTION <2> **CANCEL** - Deletes the transaction from the Queue Management files.
- OPTION <5> **VIEW MASTER** - Provides a view of the Master Inventory Record.
- OPTION <6> **ROUTE** - Provides electronic transmittal of a transaction to Item Manager or organization.
- OPTION <10> **SELECTS NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MES / RESP** - Displays message pertaining to a transaction that has been routed.
- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints a hard copy of Exception Notice selected.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function. Refer to [Page 16](#) for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - Exit to **QUEUE MANAGEMENT MAIN MENU** - [QUE001](#) , (Pg. 12).

3.15 ADJUSTMENT S PENDING APPROVAL SELECTION SCREEN

10/03/90		LIS/QUEUE MANAGEMENT								QUE120	
** ADJUSTMENTS PENDING APPROVAL **											
ACT	NSN				QUANTITY	U/I	COND	TC/M	VOUCHER NBR	TRACK NBR	DAYS
_	5835	01	122	9530	1	EA	R	12	02754005	902750345	1
_	5975	00	655	2767	1	EA		18	02754006	902750413	1
_	6140	01	203	4912	2	EA	S	19A	02754016	902750425	1
** END **											
ACTION CODES : P TO PROCESS, D TO DISCARD, M TO MODIFY/INQUIRE, R TO ROUTE											
PRESS ENTER TO CONTINUE 1 - REPEAT DISPLAY FROM TOP											
OR 99 - EXIT TO QUEUE MANAGEMENT MAIN MENU											
ENTER OPTION: ___											

FIGURE 20

Figure 20 displays multiple ADJUSTMENT S PENDING APPROVAL in NSN sequence when OPTION <7> is selected. The information displayed consists of the NSN of the Adjustment, QUANTITY being adjusted, U / I, TC / M, VOUCHER NBR, TRACK NBR assigned to the Adjustment being processed and the number of DAYS the Adjustment transaction has been on the Queue.

There are twelve Adjustments pending approval per screen. One or all of the Adjustments transactions can be selected for processing by inputting the applicable ACTION CODE in the field preceding the NSN to access the detail screen.

Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Exceptions are available. When all the Exceptions on the selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

ACTION CODES: <P> Processes the Adjustment and updates the Master Inventory Record.

<D> Discards the Requisition without updating the Master Inventory Record.

<M> Displays an Adjustment detail screen for inquiry or modification.

OPTION <1> **REDISPLAY FROM THE TOP** - Returns the cursor to the top of the first screen. (Applicable to multiple screens.)

OPTION <99> **EXIT TO QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

3.16 ADJUSTMENT S PENDING APPROVAL DETAIL

```

10/03/90                LIS/ADJUSTMENT PROCESSING                QUE366
                        **  ROTABLE DUE-IN FACILITY DEBIT  **

T/C :12                NSN: 5835-01-122-9530                QTY :1                U/I :EA
ORIG-T/C :80_         CONTROL-NBR :02754005                AGRMT-NBR :_____
COND-CD :R            DUE-IN (MMDDYY) :01 11 91            SSC :7694203CT

                        ACTION (A=ADD, M=MODIFY) :M

EXPLANATION :AN EXPLANATION AS TO THE CIRCUMSTANCES OR REASONS FOR_____
PROCESSING OF THIS ADJUSTMENT CAN BE PLACED IN THIS AREA____
THE EXPLANATION CAN BE 4 LINES, 50 CHARACTERS PER_____
LINE_____

                        PRESS ENTER TO MODIFY AND PRINT TRANSACTION OR
                        ENTER OPTION:  ___

1 - DISCARD TRANSACTION                20 - PRINT ADJUSTMENT
10 - SELECT NEXT TRANSACTION            99 - EXIT TO QUEUE MANAGEMENT
                        99 - EXIT TO INVENTORY MANAGEMENT MENU

```

FIGURE 21

In the **ROTABLE DUE - IN FACILITY PENDING APPROVAL DETAIL SCREEN**, Figure 21, is an example of one of the eight detail screens that can be accessed for an Adjustment pending approval transaction. The other screens are:

CYCLIC / SPECIAL DETAIL - QUE302

INVENTORY IN SHOPS DEBIT DETAIL - QUE368

LOAN DEBIT DETAIL - QUE364

BORROWED DEBIT DETAIL - QUE364

ROTABLE DUE - IN FACILITY CREDIT DETAIL - QUE364

INVENTORY IN SHOPS CREDIT DETAIL - QUE364
LOAN CREDIT DETAIL - QUE364
BORROWED CREDIT DETAIL - QUE364
TRANSFER BETWEEN CATEGORY / ACCOUNTS DETAIL - QUE370
TRANSFER BETWEEN CONDITIONS / NSN'S DETAIL - QUE372
UNIT OF ISSUE CHANGE DETAIL - QUE374
INVENTORY UNIT PRICE CHANGE CREDIT DETAIL - QUE376
DIF TRANSFER / PURGE DETAIL - QUE378

Each of these screens will differ somewhat in the data displayed. However, the **ROTABLE DUE - IN FACILITY DETAIL - QUE366**, (Pg. 58) and the OPTIONS available is a typical screen for all Adjustment pending approval transactions. This screen allows the user to review, modify/print, or discard an Adjustment pending approval transaction. All the modifiable fields are highlighted and are located in the lower portion of the screen. All required data must be entered. Inaccurate data entry will result in an error message appearing at the top left of the screen. See **ERROR MESSAGE - INV001**, (Pg. 116).

Various OPTIONS are available to facilitate the processing of an Adjustment Exception transaction; however, the OPTION will be displayed only for the applicable transaction screen.

PRESS ENTER TO MODIFY AND PRINT OR ENTER OPTION :__

- OPTION <1> **CANCEL** - Cancels and writes the transactions to history.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <20> **PRINT ADJUSTMENT** - Produces the LIS / ADJUSTMENT DOCUMENT
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - **QUE001** , (Pg. 12).

3.17 INFORMATION NOTICE SELECTION SCREEN - QUE122

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE122
                        ** INFORMATION NOTICE **

ACT   NSN      CONTROL NBR  TC/M  VOUCHER NBR  TRACK NBR  DAYS
_    5940 00 385 2674          53   0268R058   902690542   7
RSN :RECEIPT UNMATCHED TO DUE IN (RECEIPT PROCESSED).
_    0052 00 667 6122          53   0269R006   902700013   6
RSN: RECEIPT UNMATCHED TO DUE IN (RECEIPT PROCESSED).

                                                                ** END **
* = 'D' FOR DISCARD, 'I' FOR INQUIRY AND PRESS ENTER TO CONTINUE
                                     -REPEAT DISPLAY FROM TOP
OR  ENTER OPTION:  ___  99-EXIT TO Q-MGMT MAIN MENU
                                                                ** END **
ACTION CODES :P TO PROCESS, D TO DISCARD, M TO MODIFY/INQUIRE, R TO ROUTE
PRESS ENTER TO CONTINUE          1-REPEAT DISPLAY FROM TOP
OR
ENTER OPTION :___                99-EXIT TO QUEUE MANAGEMENT MAIN MENU

```

figure 22

Figure 22, displays multiple Information Notice when OPTION <8> is selected from the **SUPPLY MANAGEMENT MAIN MENU - QUE001**, (Pg. 12). The data displayed on the screen consists of the NSN, CONTROL NBR, TC / M, VOUCHER NBR, TRACK NBR assigned to the transaction processed, and the number of DAYS the transaction has been on the Queue.

There can be six Information Notices per screen. One or all of the Information Notices can be selected to discard or view by inputting the applicable ACTION CODE in the field preceding the NSN to access the detail screen. <D> = to **DISCARD** notice OR <I> = **INQUIRE** to view notice. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Notices are available. When all the Notices on the selection screen have been viewed, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**.

OPTION <1> **REPEAT DISPLAY FROM TOP** - Returns the cursor to the first selection.

OPTION <99> **EXIT TO Q-MGMT MAIN MENU - QUE001**, (Pg. 12).

3.18 INFORMATION NOTICES - QUE300

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE300
                        **  INFORMATION NOTICES  **

PROCESS DATE :07/25/90      IM:  05      PROCESS TIME 07:35:30
RSN :RECEIPT UNMATCHED TO DUE-IN (RECEIPT PROCESSED)
NSN :5940 00 385 2674      TO NSN :
VOUCHER NBR:  0268R058      ACTION CD :      SSC :1692447N1
CONTROL NBR:                T/C :53      STD U/P :
COST CENTER:                U/I :EA      QUANTITY :3
AGREEMENT NBR:              COND CD :S      PRIORITY :
TRANS TRKG NBR:  902690542      DUE IN DATE :

  1 - DISCARD INFORMATION NOTICE      20 - PRINT INFORMATION NOTICE
  5 - VIEW MASTER                      29 - SELECT FAST PATH EXIT
 10 - SELECT NEXT RECORD                99 - QUEUE MANAGEMENT MAIN MENU

                        ENTER OPTION :__

```

FIGURE 23

The **INFORMATION NOTICE** screen, Figure 23, is an example of the of the **INFORMATION** screens that can be generated from Issues, Receipts, Adjustments and File Maintenance transactions. Each of these screens will differ somewhat in the data displayed. However, the **OPTIONS** available are typical for all Information Notices. This screen allows the user to review, or discard a Information Notice. There are no modifiable fields available on an Information Notice.

The OPTIONS available are :

- OPTION <1> **DISCARD INFORMATION NOTICE** - Deletes the transaction.
- OPTION <5> **VIEW MASTER** - Provides a view of Master Inventory Record.
- OPTION <10> **SELECT NEXT RECORD** - Displays next transaction, if multiple transactions were selected.
- OPTION <20> **PRINT INFORMATION NOTICE** - Produces a hard copy of the Information Notice.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH window to access a nother Inventory Management function. refer to **Page 16** for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - Exit to QUEUE MANAGEMENT MAIN MENU - **QUE001** ,(Pg. 12).

SECURITY LEVEL 6**4.0 QUEUE MANAGEMENT RECORD AUDIT AND UPDATE MAIN MENU**

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE003
**  RECORD AUDIT AND UPDATE MAIN MENU  **
                        AML-320
NAME :JANE SMITH
  *
  _
26  1. RECEIPT EXCEPTIONS
    2. INFORMATION NOTICES
    3. INQUIRIES MENU
29. SELECT FAST PATH EXIT
99. EXIT TO INVENTORY MGT MENU

ENTER OPTION:  ___                * = PENDING

```

FIGURE 24

The **RECORD AUDIT AND UPDATE MAIN MENU**, Figure 24, indicates Information Notices and Receipt transactions that have not processed. The name of the user logged on to the System is displayed on the top of this menu. The area below the asterisk (*) indicates the number of Receipt Exceptions or Information Notices pending on the Record Audit and Update's Queue Management file.

OPTION <1> RECEIPT EXCEPTIONS - Displays AML-320 **EXCEPTION NOTICES (RECEIPTS)** - **QUE104**, (Pg. 67). This screen lists all of the Receipt Exceptions.

- OPTION <2> **INFORMATION NOTICES** - This OPTION is not being utilized at this time.
- OPTION <3> **INQUIRIES MENU** - View Inquiries on the Master Inventory Record and other Management data.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH feature to access other Inventory Management functions refer to **Page 16** for details.
- OPTION <99> **EXIT TO INVENTORY MANAGEMENT MAIN MENU** - **INV001**, (Pg. 10).

4.1 AAC-433A EXCEPTION NOTICES (RECEIPTS) - QUE104

10/03/90		LIS/QUEUE MANAGEMENT				QUE104	
AAC-433A EXCEPTION NOTICES (RECEIPTS)							
*	NSN		VOUCHER NBR	TC/M	CONTROL NBR	TRACK NBR	DAYS
—	0000	01 111 1111	0255R006	58	024939AA	902560612	10
	RSN :NO DUE-IN FACILITY RECORD-RECEIPT UNPROCESSED						
—	0000	00 012 0720	0260R031	56	024039BJ	902610634	8
	RSN :SPECIAL HANDLING CODE HAS BEEN REMOVED, RECEIPT READY FOR PROCESSING						
—	5825	01 006 6049	0263R022	56	025039RB	902640512	6
	RSN :NO DUE-IN FACILITY RECORD-RECEIPT UNPROCESSED						
—	5820	01 056 4066	0266R058	40	8975894878	902670823	4
	RSN :THE MANAGEMENT CODE IN THE UNIT RECORD PROHIBITS PROCESSING						
—	5825	00 780 3944 1	0268R032	43	FA89378768	902690123	3
	RSN :NO DUE-IN F & E - RECEIPT UNPROCESSED						
—	7430	00 360 1186	0269R054	54	025139AJ	902700211	2
	RSN :FROZEN RELEASE - NO INVENTORY IN SHOPS RECORD						
NEXT TRACKING NBR? : _____							
						** MORE **	
* = MARK 'X' FOR DETAIL AND PRESS ENTER TO CONTINUE							
OR ENTER OPTION:___ 99-Q-MGMT MAIN MENU							

FIGURE 25

The **AAC-433A EXCEPTION NOTICES (RECEIPTS) - QUE104** displays all of the Receipt and Receipt Reversal Exceptions on the Queue Management file. The information displayed consists of the NSN for the unprocessed action, Receipt VOUCHER NBR, TC / M, CONTROL NBR, TRACK NBR assigned to the transaction, and the number of DAYS the transaction has been on the Queue, with the oldest transaction appearing at the top. The RSN is listed on the second line.

NOTE : This selection screen will not display if there is only one transaction available for processing.

There may be up to six unprocessed Receipt transactions per screen. One or all transactions can be selected for viewing in detail by inputting <X> in the field preceding the NSN. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Exceptions are available. When all the Exceptions on the selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner.

To list a specific transaction that is not displayed on the screen, the user can input the TRACKING NUMBER for the Exception and press **[ENTER]**.

OPTION <99> **Q-MGMT MAIN MENU - EXIT TO QUEUE MANAGEMENT
MAIN MENU - QUE001**, (Pg. 12).

4.2 RECEIVE MATERIAL EXCEPTION SCREEN - QUE304

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE304
                ** RECEIVE MATERIAL EXCEPTION **
PROCESS DATE :90/09/21                PROCESS TIME :08:34:34
RSN :NO DUE-IN FACILITY RECORD-RECEIPT UNPROCESSED
TRANSACTION CD :56                TRANS TRACKING NBR :902640512
NSN                :5825 01 006 6049                RECEIPT VOUCHER NBR :0263R022
QUANTITY RECD :1                CONTROL NUMBER :025039RB
COND CODE :R                UNIT OF ISSUE :EA
ITEM MGR NBR :61                PARTIAL QUANTITY :
                TOTAL COST :
UNLIKE NSN :                SUPPLY SUPPORT CD :A697365
AGREEMENT-NBR :                MESSAGE ROUTED FROM :JOHN DOE
1 - PROCESS                6 - ROUTE                20 - PRINT EXCEPTION
2 - CANCEL                10 - SELECT NEXT RECORD                29 - SELECT FAST PATH EXIT
5 - VIEW MASTER                11 - VIEW ROUTING MESSAGE                99 - QUEUE MANAGEMENT MAIN MENU
                ENTER OPTION:___

```

FIGURE 26

RECEIVE MATERIAL EXCEPTION - QUE304 displays the detail information for the Receipt transaction that produced an Exception Notice.

Several OPTIONS are available from this screen:

- OPTION <1> **PROCESS** - The user can select OPTION <1>, press **[ENTER]** and the Receipt will process if corrective action has been completed on the Receipt transaction. If processed, the message, **TRANSACTION PROCESSED, PRESS ENTER TO CONTINUE** will be displayed in the upper left corner of the screen. If the transaction processed and produced an Information Notice to the ITEM MANAGER, a FAST PATH window will be displayed with the message, **TRANSACTION PROCESSED** and information message displayed. If the transaction did not process, a FAST PATH window will be displayed with the message, **TRANSACTION NOT PROCESSED**, and the REASON CODE MESSAGE will be noted see **QUE304**, (Pg. 72).
- OPTION <2> **CANCEL** - The Receipt Exception can be canceled by entering OPTION <2> and pressing **[ENTER]**. After pressing **[ENTER]** the **CANCEL TRANSACTION - QUE155**, (Pg. 114) will be displayed with REASON CODE MESSAGE listed for canceling the Exception Notice. This transaction will require completing before the Exception will be canceled. See **Page 114**.
- OPTION <5> **VIEW MASTER** - The Master Inventory Record can be viewed by entering OPTION <5> and pressing **[ENTER]**.

- OPTION <6> **ROUTE - ROUTING TABLE - QUE152**, (Pg. 109) will be displayed to enable the user to route the Exception Notice on the screen to the applicable Item Manager or organization.
- OPTION <10> **SELECT NEXT RECORD** - If the user has selected more than one detail screen from **AAC-433A EXCEPTION NOTICES (RECEIPTS) - QUE104**, (Pg. 67) OPTION <10> will allow the user to view the next record without returning to the selection screen.
- OPTION <11> **VIEW ROUTING MESSAGE** - If there was a Routing Message sent to the user, a note will be displayed on the detail screen in the lower right corner stating, **MESSAGE ROUTED FROM: JOHN DOE**. Enter OPTION <11>, press **[ENTER]** and the routing message will be displayed on **MESSAGE / RESPONSE SCREEN - QUE397**.
- OPTION <20> **PRINT EXCEPTION** - Prints the Exception Notice.
- OPTION <29> **SELECT PAST PATH EXIT** - Allows the user to exit Queue Management and proceed to a nother function in Inventory Management. Refer to **Page 16** for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

4.3 RECEIVE MATERIEL EXCEPTION - QUE304 - TRANSACTION NOT PROCESSED

```
10/03/90                LIS/QUEUE MANAGEMENT                QUE304
                        ** RECEIVE MATERIAL EXCEPTION **

PROCESS DATE :90/09/18                PROCESS TIME :09:26:30
RSN :SPECIAL HANDLING CODE HAS BEEN REMOVED, RECEIPT READY FOR PROCESSING

TRANSACTION NOT PROCESSED

RSN:  NO INVENTORY IN SHOPS RECORD-RECEIPT UNPROCESSED.
TRACKING-NBR: 902610316                NSN: 0000 00 012 0720
VOUCHER-NBR: 0260R031

                        ENTER OPTION:___

                        1-RE-PROCESS TRANSACTION
                        99-EXIT TO PREVIOUS PROGRAM

                        ENTER OPTION:___
```

FIGURE 27

If the Receipt or Receipt Reversal did not process from the Queue Management Exception, Figure 27, **RECEIVE MATERIAL EXCEPTION - QUE304** or the **RECEIPT REVERSAL EXCEPTION**, will display the window with the message, **TRANSACTION NOT PROCESSED** and will state the REASON CODE MESSAGE for not processing, such as **NO INVENTORY IN SHOPS RECORD - RECEIPT UNPROCESSED**.

OPTIONS from this screen are :

OPTION <1> **RE-PROCESS TRANSACTION**

OPTION <99> **EXIT TO PREVIOUS PROGRAM**

SECURITY LEVEL 7**5.0 QUEUE MANAGEMENT NON - CATALOG MAIN MENU**

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE009
      **  NON-CATALOG/NO RECORD MAIN MENU  **
                AAC-482B
                NAME:  EMBERLIN, MARGARET
PRIORITY:  -1-      -2-      -3-      -4-      -5-
      **                1                2
      3      1 - NON-CATALOG/NO RECORD
            2 - INQUIRIES MENU
            3 - REQUEST FOR CANCELLATION
            29 - SELECT FAST PATH EXIT
            99 - EXIT TO INVENTORY MGT MENU
                ENTER OPTION: __
                OPTION 1,      ENTER PRIORITY-CD: _

```

FIGURE 28

The **NON - CATALOG MAIN MENU**, Figure 28, displays Non - Catalog / No Record requisitions that are pending. The number requisitions in each priority category are displayed at the top of this menu. The name of the user logged on to the System is displayed on the top of this menu. The area below the asterisk (*) indicates the number of Non - Catalog / No Record requisitions.

- OPTION <1> **NON - CATALOG / NO RECORD** - PRIORITY-CD required. Displays **NON - CATALOG / NO RECORD SELECTION SCREEN** - **QUE118**, (Pg. 44) lists all of the Non - Catalog Requisitions requiring research by AML-611 personnel.
- OPTION <2> **INQUIRIES MENU** - View the Master Inventory Record and other Management data.
- OPTION <3> **REQUEST FOR CANCELLATION** shows any cancellation request from the submitter for the Requisition. Refer to **Page 114** for details.
- OPTION <29> **SELECT FAST PATH EXIT** displays the **FAST PATH** feature to access other Inventory Management functions Refer to **Page 16** for details.
- OPTION <99> **INVENTORY MANAGEMENT MAIN MENU** - **INV001**, (Pg. 10).

5.1 NON-CATALOG/NO RECORD SELECTION SCREEN - QUE118

<u>*</u>	<u>NSN/PART NUMBER</u>	<u>DESCRIPTION</u>	<u>SSC</u>	<u>DAYS</u>
—	EEC23-45-89	TUBE, ELECTRON	A697C0643	1
—	3120 00 713 9584	COVER	4699214A1	0
—	AE-B-0651-1	KIT	S690307B1	0

10/03/90 LIS/QUEUE MANAGEMENT QUE118
 ** (NON-CATALOG/NO RECORD) FOR PRI 5 **
 RSN :REQUISITION FOR ITEM THAT IS NONCATALOGED OR NO MASTER RECORD FOUND

* = MARK 'X' FOR DETAIL AND PRESS ENTER TO CONTINUE OR ENTER OPTION:___
 1-REDISPLAY FROM TOP 20-PRINT DISPLAYED EXCEPTIONS 99-Q-MGMT MAIN MENU

FIGURE 29

The **NON - CATALOG / NO RECORD SELECTION SCREEN**, Figure 29, displays all Non - Catalog requisitions for a given PRIORITY CODE. Displayed on this screen is the NSN / PART NUMBER, DESCRIPTION, SSC and NUMBER of DAYS the Requisition has been on the Queue record. If there are additional Non - Catalog / No Record requisitions, it will be indicated by **** MORE **** after the data on the bottom right of the screen.

To view all of the data, continue to press **[ENTER]** until **** END **** is displayed in the bottom right corner of the screen. To view one or more of the Non - Catalog / No Record Requisitions, mark an <X> in the field preceding the NSN to access the detail screen and press **[ENTER]**.

- OPTION <1> **REPEAT DISPLAY FROM TOP** - Returns the cursor to the top of the first screen. (Applicable to multiple screens).
- OPTION <20> **PRINT DISPLAYED EXCEPTIONS** - Prints selected Non - Catalog / No Record requisitions.
- OPTION <99> **Q - MGMT MAIN MENU** - Exit to the **QUEUE MANAGEMENT MAIN MENU** - **QUE009**, (Pg. 74).

5.2 QUEUE MANAGEMENT NO RECORD NSN / PART NBR / ITEM DESCRIPTION REQUISITION - QUE380

```

10/03/90                LIS / QUEUE MANAGEMENT                QUE380
** NO RECORD NSN / PART NBR / DESCRIPTION REQUISITION **
PROCESS DATE :10/03/90                PROCESS TIME :10:06:36
NSN :                SSC :A697C0643                TRAN TRK NBR :901996419
DESCRIPTION :TUBE, ELECTRON
MFG NAME :GENERAL ELECTRIC                CAGE CODE :81352
PART NBR :EEC23-45-89                CIRCUT SYMB :YA6
QTY :1                U/I :EA                CONTACT NBR :
PRI CD :5_                DATE REQ'D :_____                TAIL NBR :
ORIGINATOR :JOHN JONES                RTG SYM :442
APP TO CD :ASR                EQUIP TYPE :                AGREE NBR :
JOB ORD NBR :                NOTAM :
PRI REASON :
SUGGESTED :ACE WHOLESALE ELECTRONICS
SPLY SOURCE :AKRON, OHIO                REMARKS: Y/N :N
1 - PROCESS                6 - DIRECT SHIP                11 - VIEW ROUTING MSG/RESP
2 - CANCEL                7 - FED/MIL                12 - PRIORITY MONITOR
3 - VIEW MARK4                8 - CANNIBALIZE                13 - COMMERCIAL REPAIR
4 - VIEW SHIP TO                9 - SHOP FAB                20 - PRINT EXCEPTIONS NOTICE
5 - ROUTE                10 - SELECT NEXT RECORD                29 - SELECT FAST PATH EXIT
                ENTER OPTION:_____                99 - QUEUE MANAGEMENT

```

FIGURE 30

The NO RECORD NSN / PART NBR / ITEM DESCRIPTION REQUISITION SCREEN - QUE380, Figure 30 allows the user to review, cancel or take action on an unprocessed Non - Cataloged Requisition.

All modifiable fields are highlighted in yellow. The REMARKS (Y / N) field will display any comments from the requisitioner when a <Y> is input. <N> is the default value. Various OPTIONS are available to facilitate the processing of a Non - Cataloged transaction.

- OPTION <1> **PROCESS** - Allows the transaction to process, if given a valid NSN on the Master Inventory Record.
- OPTION <2> **CANCEL** - Cancels the transaction and updates Requisition Status.
- OPTION <3> **VIEW MARK4** - Provides a view of the Mark4 data on the input transaction.
- OPTION <4> **VIEW SHIP TO** - Provides a view of the SHIP TO data on the input transaction.

- OPTION <5> **ROUTE** - Provides electronic transmittal of a Transaction to an Item Manager or Equipment Specialist.
- OPTION <6> **DIRECT SHIP** - Allows the Requisition to pass to the LIS / PROCUREMENT function for commercial Direct Ship from vendor. This will be a 3 step process.
- (1) The user will be prompted to: **CONFIRM - DIRECT SHIP THIS ITEM (Y OR N)**. A <Y> response will pass the requisition to the LIS / Automated Procurement function and will remove the transaction from the user's Queue.
 - (2) The user will be prompted to **LOAD ITEM TO MASTER INVENTORY RECORD (Y / N)**. Refer to **Page 84** - QUEUE MANAGEMENT LOAD NO RECORD NSN / PART **NBR / ITEM DESCRIPTION FEATURE** for processing procedures.
 - (3) The user will be prompted to **EXIT TO THE PROCUREMENT SYSTEM (Y / N)**. A <Y> response will place the user in the Procurement function for further processing of the requisition. (Refer to the **LIS / PROCUREMENT SYSTEM USER GUIDE** for procedures). A <N> at the prompt will allow the user to remain in the Queue.

- OPTION <7> **FED / MIL** - Allows Requisition to pass to the FED / MIL process, if given a valid FED / MIL NSN. The user will be prompted to **CONFIRM - FED / MIL THIS ITEM? (Y / N)**. A window will display for completion of the F / M coding.
- If the transaction is a PRIORITY 1, 2 or 4 (with DATE REQ'D of less 10 days), the coded Exception Notice will automatically print for processing through the AUTODIN clerk in AAC-486C. When the requisition is routine, it automatically submits to the FED / MIL program electronically. If the FED / MIL NSN is not on the Master Record, the user will be prompted to **LOAD ITEM TO MSTR INVENTORY RECORD (Y)es / (N)o**, refer to [Page 84](#).
- OPTION <8> **CANNIBALIZE** - Removes transaction from the Queue and prints an Exception Notice for processing.
- OPTION <9> **SHOP FAB** - Removes transaction from the Queue and prints an Exception Notice for processing.
- OPTION <10> **SELECT NEXT RECORD** - Displays the next transaction, if multiple transactions were selected.
- OPTION <11> **VIEW ROUTING MSG / RESP** - Displays message pertaining to a requisition.

OPTION <12> **PRIORITY MONITOR** - Displays a "note pad" for messages to and from the Priority Monitor if transaction is a priority, a <N> code will precede the OPTION number to indicate the presence of a priority monitor record. The <Y> code will precede the OPTION number to indicate the presence of a message from the Priority Monitor.

OPTION <13> **COMMERCIAL REPAIR** - Applicable to T / C 80 and Unit Exchange items only which allows the requisition to pass to the LIS / PROCUREMENT function. This will be a 3 step process.

- (1) The user will be prompted to: **CONFIRM - COMMERCIAL REPAIR THIS ITEM (Y OR N)**. A <Y> response will pass the requisition to the LIS / Automated Procurement function and will remove the transaction from the user's Queue. A <N> response will allow the transaction to remain on the user's Queue.
- (2) The user will be prompted to **LOAD ITEM TO MASTER INVENTORY RECORD (Y / N)**. Refer to [Page 84 QUEUE MANAGEMENT LOAD NO RECORD NSN / PART NBR / ITEM DESCRIPTION FEATURE](#) for processing procedures.
- (3) The user will be prompted to **EXIT TO THE PROCUREMENT SYSTEM (Y / N)**.

A <Y> response will place the user in the Procurement function for further processing of the requisition (refer to the **LIS / PROCUREMENT SYSTEM USER GUIDE** for procedures). A <N> at the prompt will allow the user to remain in the Queue.

- OPTION <20> **PRINT EXCEPTION NOTICE** - Prints an Exception Notice.
- OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH window to exit Queue Management and access a nother Inventory Management function.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - Exits to the **QUEUE MANAGEMENT MAIN MENU** - **QUE009**, (Pg. 74).

5.3 QUEUE MANAGEMENT LOAD NO RECORD NSN / PART NBR / ITEM DESCRIPTION FEATURE

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE380
** NO RECORD NSN/PART NBR/ITEM DESCRIPTION REQUISITION **
PROCESS DATE :10/03/90                PROCESS TIME :10:06:36
NSN :5960-01-098-1123    SSC :A697C0643                TRAN TRK NBR :901996419
DESCRIPTION:  TUBE, ELECTRON
MFG NAME
PART NBR
QTY
PRI CD
ORIGINATOR                LOAD ITEM TO MASTER INVENTORY (Y/N): Y
APP TO                    ACTIVITY COUNT: 3
PRI REASON
SUGGESTED                NSN: 5960-01-098-1112
SPLY SOURCE

1 - PROCESS
2 - CANCEL
3 - VIEW MARK4           8 - CANNIBALIZE           13 - COMMERCIAL REPAIR
4 - VIEW SHIP TO       9 - SHOP FAB             20 - PRINT EXCEPTION NOTICE
5 - ROUTE              10 - SELECT NEXT RECORD  29 - SELECT FAST PATH EXIT
99 - QUEUE MANAGEMENT MAIN MENU    ENTER OPTION : 1

```

FIGURE 31

The **QUEUE MANAGEMENT LOAD NO RECORD NSN / PART NBR / ITEM DESCRIPTION FEATURE - QUE152B**, (Pg. 110) allows a Non - Cataloged NSN to be loaded to the Master Inventory Record from a Requisition.

To load a NSN from a Requisition, the user is presented a window displaying **LOAD ITEM TO MASTER INVENTORY (Y / N)**.

The activity of the item is also maintained mechanically for items recorded on the non - catalog history file, advising the user the number of times an item has been previously researched.

5.4 REQUEST TO LOAD MASTER PAGE 1 - QUE210

```

08/28/90                LIS/QUEUE MANAGEMENT                QUE210
                        ** REQUEST TO LOAD MASTER PAGE 1**

NSN :5960-01-098-1123_   DESC :TUBE, ELECTRON   APP TO :ASR1
PART NBR:  EEC23-45-89                TRANS TRK #:901996419
CONTRACT NBR:          CIRCUIT SYMBOL:  YA6          SSC:  A697C0643
CAGE CD :34124         MFG NAME :GENERAL ELECTRIC
EQUIP TYPE :RADAR (INSTRUCTION BOOK OR AFP# CHAPTER, PG, ETC.)

REMARKS :

*
_
_  NSN WAS DELETED IN ERROR-LOAD MASTER RECORD INVENTORY
_  RECURRING DEMAND-LOAD MASTER INVENTORY
_  INSURANCE STOCK-LOAD MASTER INVENTORY
_  LONG LEAD TIME-LOAD MASTER INVENTORY
_  ESTABLISH NSN ON RETRO PROVISIONING-LOAD MASTER INVENTORY
_  ONLY ONE SOURCE OF MATERIAL IS AVAILABLE-LOAD MASTER INVENTORY
   * = MARK 'X' FOR SELECTION AND PRESS ENTER TO CONTINUE OR
99-EXIT TO PREVIOUS PROGRAM                ENTER OPTION:___

```

FIGURE 32

Figure 32, is displayed when a <Y> response is made. Data from the Requisition is displayed. The user may select the reason the item should be loaded to the Master Inventory Record.

* = MARK <X> FOR SELECTION AND PRESS ENTER TO CONTINUE OR
OPTION <99> EXIT TO PREVIOUS PROGRAM

5.5 REQUEST TO LOAD MASTER PAGE 2 - QUE210A

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE210A
                ** REQUEST TO LOAD MASTER PAGE 2 **

----- LOAD -----
1 - FIELD AND LOCAL SUPPORT  2 - LOCAL SUPPORT ONLY  ENTER TYPE OF
3 - DIRECT SHIP              4 - STOCK              SUPPORT :1
----- RECOMMEND RECORD DATA -----
REGION ACTION CODE :A  APP TO CODE :ASR1  A/C :4.0  MGT CD :9
EST COST :350.00      UNIT OF ISSUE :EA   QTY :8    PSC :ANP
CLEAR TEXT: Replacement tube for NSN 5960-00-983-0456_____
_____
_____
99 - EXIT TO PREVIOUS PROGRAM                ENTER OPTION

```

FIGURE 33

Figure 33 is divided into two sections. The upper portion display the OPTIONS for TYPE OF SUPPORT. Enter selection in the ENTER TYPE OF SUPPORT field.

- OPTION <1> **FIELD AND LOCAL SUPPORT** both Mike Monroney
Aeronautical Center (MMAC), Tenant Organizations and Field
Facilities.
- OPTION <2> **LOCAL SUPPORT ONLY** (MMAC & Tenant Organizations)
- OPTION <3> **DIRECT SHIP** (Not stocked at FAALC)
- OPTION <4> **STOCK** (stocked at FAALC)

The lower portion is for entry of the **RECOMMENDED RECORD DATA**. The optional **CLEAR TEXT FIELD** allow for entry of additional data.

REGION ACTION CODE - Valid Codes are 1, 2, 3, 4, 5, 6, A, and B

APP TO CODE - Where the item is to be used (i.e. ASR1)

A/C - ACCOUNT / CATEGORY CODE

MGT. CD - MANAGEMENT CODE

EST COST - User's best estimate of value

UNIT OF ISSUE

PSC - PROCUREMENT SOURCE CODE

Press **[ENTER]** to continue or

OPTION <99> **EXIT TO PREVIOUS PROGRAM.**

SECURITY LEVEL A**6.0 QUEUE MANAGEMENT INVENTORY MONITOR MAIN MENU**

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE005
                        **  INVENTORY MONITOR MAIN MENU  **
                          AAC-481D
NAME :JOHNS, DEE
*
-
3 - 1. ADJUSTMENTS PENDING APPROVAL
    2. INFORMATION NOTICES
    3. INQUIRIES MENU
    29. SELECT FAST PATH EXIT
    99. EXIT TO INVENTORY MGT MENU

ENTER OPTION :___                * = PENDING

```

FIGURE 34

The **INVENTORY MONITOR MAIN** screen, Figure 34, displays Adjustments Pending Approval that have not processed and Information Notices. An asterisk (*) indicates the number of Adjustments Pending Approval transactions, and Information Notices for the user logged on to the system.

The user can select OPTION <1> to view the Adjustments Pending Approval Selection Screen, **ADJUSTMENTS PENDING APPROVAL - QUE120**, (Pg. 56).

The user can select OPTION <2> to view the Information Notice Selection Screen, **INFORMATION NOTICES - QUE122**, (Pg. 61).

The other OPTIONS available on this menu are:

- OPTION <3> **INQUIRES MENU** - View Inquiries on the Master Inventory Record and other Management data.
- OPTION <29> **SELECT FAST PATH** - Displays the FAST PATH feature to access other Inventory Management functions refer to **Page 16**.
- OPTION <99> **EXIT TO INVENTORY MGT. MENU** - **INV001** , (Pg. 10).

6.1 INVENTORY MONITOR ADJUSTMENT S PENDING APPROVAL SELECTION SCREEN - QUE120

10/03/90		LIS/QUEUE MANAGEMENT							QUE120		
** ADJUSTMENT PENDING APPROVAL **											
<u>ACT</u>	<u>NSN</u>				<u>QUANTITY</u>	<u>U/I</u>	<u>COND</u>	<u>TC/M</u>	<u>VOUCHER #</u>	<u>TRACK NBR</u>	<u>DAYS</u>
_	5835	01	122	9530	2	EA	R	10	02684005	902680012	8
_	5975	00	655	2767	1	EA	R	10	02684006	902680013	8
_	6140	01	203	4912	3	EA	R	19	02684016	902680025	8
											** END **
ACTION CODES :P TO PROCESS, D TO DISCARD, M TO MODIFY/INQUIRE, R TO ROUTE											
PRESS ENTER TO CONTINUE						1-REPEAT DISPLAY FROM TOP					
OR						99-EXIT TO QUEUE MANAGEMENT MAIN MENU					
ENTER OPTION:___											

FIGURE 35

Figure 35, displays multiple ADJUSTMENT S PENDING APPROVAL in NSN sequence when OPTION <3> is selected. The information displayed consists of the NSN of the Adjustment, QUANTITY being adjusted, U / I, COND, TC / M, VOUCHER NBR, TRACK NBR assigned to the Adjustment being processed and the number of DAYS the Adjustment transaction has been on the Queue. There are twelve Adjustment s pending approval per screen. One, or all, of the Adjustment s transactions can be selected for processing by inputting the applicable ACTION CODE in the field preceding the NSN to access the detail screen.

ACTION CODE <P> TO PROCESS and ACTION CODE <R> TO ROUTE are the only valid OPTIONS for this screen. A detail screen is not available.

Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Adjustments are available. When all the Adjustments on selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner.

Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

OPTION <1> **REDISPLAY FROM THE TOP** - Returns the cursor to the top of the first screen. (Applicable to multiple screens.)

OPTION <99> **EXIT TO QUEUE MANAGEMENT MAIN MENU - QUE005**, (Pg. 89)

There can be six Information Notices per screen. One or all of the Information Notices can be selected for view by inputting the applicable ACTION CODE in the field preceding the NSN to access the detail screen. Continue to press **[ENTER]** when **** MORE **** is displayed in the bottom right corner of the screen indicating additional Information Notices are available. When all the Information Notices on selection screen have been viewed and no selections made, the message **** END **** will be displayed in the lower right corner. Press **[ENTER]** and the user will be returned to the **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

- OPTION <1> **REPEAT DISPLAY FROM TOP** - Returns the cursor to top of the first screen. (Applicable to multiple screens).
- OPTION <29> **SELECT FAST PATH** - Allows the user to exit Queue Management and proceed to a nother function in Inventory Management. See [Page 16](#).
- OPTION <99> **EXIT TO QUEUE MANAGEMENT MAIN MENU - QUE005**, (Pg. 89).

6.3 INVENTORY MONITOR INFORMATION NOTICES - QUE301

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE301
                        **  INFORMATION NOTICES  **
PROCESS DATE :10/03/90      IM :61      PROCESS TIME :07:35:30
RSN :CONFIRMING RECYCLE EXCEPTION, PLACED ON INVENTORY FREEZE

  NSN :0052 00 012 9002      T/C :67C      SSC :1692447N1
  VOUCHER NBR   :026739JG      U/I :HD      STD U/P   :
  CONTROL NBR   :              COND CD :S      QUANTITY :39
  COST CENTER   :              PRIORITY :3
  AGREEMENT NBR :              DUE IN DATE :

TRANS TRKG NBR :901870188

  1 - DISCARD INFORMATION NOTICE      20 - PRINT INFORMATION NOTICE
  5 - VIEW MASTER                      29 - SELECT FAST PATH EXIT
 10 - SELECT NEXT RECORD              99 - QUEUE MANAGEMENT MAIN MENU

                        ENTER OPTION :__

```

FIGURE 37

The **INFORMATION NOTICE - QUE301** (Figure 37), is an example of the of the Information screens that can be generated from Issue and File Maintenance transactions. Each of these screens will differ somewhat in the data displayed. However, the **OPTIONS** available are typical for all Information Notices. This screen allows the user to review, or discard a Information Notice.

The OPTIONS available are:

- OPTION <1> **DISCARD INFORMATION NOTICE** - Discards the transaction.
- OPTION <5> **VIEW MASTER** - Accesses the Master Inventory Record.
- OPTION <10> **SELECT NEXT TRANSACTION** - Displays the next transaction, if multiple transactions were selected.
- OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH feature to access other Inventory management functions. See [Page 16](#).
- OPTION <20> **PRINT INFORMATION NOTICE** - Produces a hard copy Information Notice.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - [QUE005](#), (Pg. 89).

SECURITY LEVEL B**7.0 CATALOGING MAIN MENU**

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE004
                        **  CATALOGING MAIN MENU  **
                          AAC-490
                          NAME :JUDITH WATKINS
                          *
                          - 1. FILE MAINT EXCEPTIONS
34      - 2. INFORMATION NOTICES
                          3. INQUIRIES MENU
                          29. SELECT FAST PATH EXIT
                          99. TO INVENTORY MGT MENU

ENTER OPTION:___                * - PENDING

```

FIGURE 38

CATALOGING MAIN MENU - QUE004 indicates File Maintenance Exception Notices not processed and Information Notices. The name of the user logged on to the system is on the top of this screen. The area below the asterisk (*) indicates the number of File Maintenance Exceptions or Information notices. The user can select OPTION <1> to view the File Maintenance **EXCEPTION NOTICE SELECTION SCREEN EXCEPTION NOTICES (FILE MAINTENANCE) - QUE102**, (Pg. 35).

NOTE : Only File Maintenance Exception Notices produced from batch processes will be listed on the Cataloging Queue Management file.

OPTION <2> **INFORMATION NOTICES** - This OPTION will display the Information Notices available for review.

OPTION <3> **INQUIRIES MENU** - This OPTION is available to view Inquiries on the Master Inventory Record and other Management data.

OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH feature to access other Inventory Management functions, refer to **Page 16** for details.

OPTION <99> EXIT TO **INVENTORY MANAGEMENT MENU**

7.1 INFORMATION NOTICES - QUE122

10/03/90		LIS/QUEUE MANAGEMENT			QUE122		
** INFORMATION NOTICES **							
*	NSN	CONTROL #	TC/M	VOUCHER #	TRACK #	DAYS	
_	1560 00 096 3449		05 R	0267ACLH	902670164	9	
RSN :ERRONEOUS D & T TRAIL DELETED							
_	2910 00 352 6952		05 R	0267ACGY	902670220	9	
RSN :NSN HAS BEEN DELETED AND TRANSFERRED							
_	0000 00 012 0682	5890003389	40	0268R006	902690221	7	
RSN :RECEIPT PROCESSED, SPECIAL HANDLING CODE N							
_	5825		0		902700253	6	
RSN :RECURRING DEMAND-LOAD MASTER INVENTORY							
_	5898 00 089 7342		0		902720332	4	
RSN :ONLY ONE SOURCE OF MATERIAL IS AVAILABLE-LOAD MASTER INVENTORY							
_	7483 00 341 3255		0		902750348	1	
RSN :LONG LEAD TIME-LOAD MASTER INVENTORY							
** MORE **							
* = `D' FOR DISCARD, `I' FOR INQUIRY AND PRESS ENTER TO CONTINUE							
1-REPEAT DISPLAY FROM TOP							
99-EXIT TO Q-MGMT MAIN MENU							
OR ENTER OPTION :__							

FIGURE 39

The **INFORMATION NOTICES - QUE122 - SELECT SCREEN (CATALOGING)** displays all of the Information Notices transmitted to Cataloging's Queue Management suspense file for review.

This screen displays the NSN, CONTROL NBR, TC / M, VOUCHER NBR, TRACK NBR, and DAYS the Information Notice has been on the Queue.

If additional Information Notices are on file **** MORE **** will be displayed in the bottom right of the screen. To view all pages on the record, continue pressing **[ENTER]** until all pages are viewed and **** END **** is displayed in the bottom right of the screen.

OPTION <1> **REPEAT DISPLAY FROM TOP** - Return the cursor to the top of the screen. (Applicable to multiple screens.)

OPTION <99> EXIT TO Q - **MANAGEMENT MAIN MENU** - **QUE001**, (Pg. 12).

7.2 INFORMATION NOTICES - QUE303

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE303
                        ** INFORMATION NOTICES **

PROCESS TIME :10/03/90                PROCESS TIME: 08:43:03
REQUESTED BY :JOHN DOE
RSN :RECURRING DEMAND - LOAD MASTER INVENTORY
NSN :5825                SSC :469921909
DESC :BOLT 1 3/4 X 4        TRANS TRK NBR: 902700253
PART NBR :BLT-3319212      EQUIP TYPE :RADAR
CAGE CD :13450            CONTRACT-NBR :
MFG NAM E:ACME BOLT CO

----- -LOAD-----
TYPE OF SUPPORT :FIELD AND LOCAL SUPPORT
----- RECOMMENDED RECORD DATA -----
RGN ACTION CD :2   APP TO CD :ARSR-9   A/C :2 1   MGMT CD :9
EST COST :5.99    U/I :EA                QUANTITY :10   PSC
REMARKS :
1 - DISCARD INFORMATION NOTICE 20 - PRINT INFORMATION NOTICE   ENTER
4 - VIEW CLEAR TEXT                29 - SELECT FAST PATH EXIT   OPTION:___
10 - SELECT NEXT RECORD            99 - QUEUE MANAGEMENT MAIN MENU

```

FIGURE 40

Figure 40, **INFORMATION NOTICES - QUE303**, displays the detail information for the Information Notice requested from the selection screen. The following **OPTIONS** are available from this screen.

OPTION <1> DISCARD INFORMATION NOTICE - This **OPTION** is available if the user wishes to delete the information from the Queue.

- OPTION <4> **VIEW CLEAR TEXT** - The originator of the Information Notice can insert important information in the CLEAR TEXT fields to transmit to Cataloging. The user will enter OPTION <4>, press **[ENTER]** and the CLEAR TEXT OPTION will be displayed for review. Press **[ENTER]** again and the previous screen will return.
- OPTION <10> **SELECT NEXT RECORD** - If the user has selected more than one detail screen from **INFORMATION NOTICES - QUE122**, (Pg. 93) OPTION <10> will allow the user to view the next record without returning to the selection screen.
- OPTION <20> **PRINT INFORMATION NOTICE** - Input OPTION <20>, press **[ENTER]** and a hard copy of the Information Notice will be printed.
- OPTION <29> **SELECT FAST PATH EXIT** - This OPTION allows the user to exit Queue Management and proceed to another function in Inventory Management. Refer to **Page 16** for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU - QUE001**, (Pg. 12).

NOTE : An OPTION to view the MASTER INVENTORY record is available on Applicable Information Notices.

SECURITY LEVEL F**8.0 TRAFFIC MAIN MENU**

```
10/03/90                LIS/QUEUE MANAGEMENT                QUE007
                        ** TRAFFIC MAIN MENU **
                        AAC-433C
                        NAME :JERALDINE SMITH
                        *
                        -
34 - 1. NSNS PENDING INSPECTION
24 - 2. RECEIPT EXCEPTIONS
  - 3. INQUIRIES MENU
  - 29. SELECT FAST PATH EXIT
  - 99. EXIT TO INVENTORY MGT MENU
ENTER OPTION:___                * = PENDING
```

FIGURE 41

The **TRAFFIC MAIN MENU** Figure 41, indicates NSNs Pending Inspection generated by the Cataloging Section when loading NSNs to the Inventory Master List and Receipt Exceptions that were unable to process because of SPECIAL HANDLING CODE - H. The name of the user logged on to the system is displayed on the top of this menu. The area below the asterisk (*) indicates the number of NSN's Pending Inspection and the number of Receipt Exceptions containing SPECIAL HANDLING CODE - H on the Traffic Freight Rate Classification Specialist's Queue Management file.

- OPTION <1> **NSN'S PENDING INSPECTION** - **QUE126**, (Pg. 105). This screen lists all of the NSN'S Pending Inspection.
- OPTION <2> **TRAFFIC RECEIPT EXCEPTION NOTICES** - **QUE128**, (Pg. 107). This screen lists all of the Receipt Exceptions having SPECIAL HANDLING CODE - H that did not process.
- OPTION <3> **INQUIRIES MENU** - This OPTION is available to view Inquiries on the Master Inventory Record and other Management data.
- OPTION <29> **SELECT FAST PATH EXIT** - Allows access to other Inventory Management functions. Refer to **Page 16** for details.
- OPTION <99> **EXIT TO INVENTORY MGT. MENU**

8.1 NSN'S PENDING INSPECTION - QUE126

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE126
                ** NSN'S PENDING INSPECTION **

      TRANSP
*  SHC CDE  NSN  DESCRIPTION  UI IM TRACK #  DAYS
_  H    6    1560-00-096-3442          EA 02 902650022    11
_  H    J    5825-01-008 7487  DET D7046A          EA 03 902670554     9
_  H    7    5963-01-292-5285  AMP, RF 185183      EA 34 902690767     7
_  H    6    3120-00-661-9785  BHH 105740X-N0625  EA 03 902690356     7
_  H    9    2910-01-309-1282  MFCTL90-10872      EA 81 902700211     6
_  H    6    5820-01-056-4966  MDL 106361         EA 03 902710321     5
_  H    6    1680-00-525-7395  BIXW20973-H16      EA 21 902710091     5
_  H    J    3130-00-435-8119  BRGU 1175268       EA 65 902720200     4
_  H    9    5825-00-756-7270  DTR CA5028         EA 61 902720112     4
_  H    6    3120-00-370-0490  AAK150233          EA 99 902740325     2

                ** MORE **
*_ACTION CODES:  P-PROCESS  D-DISCARD FROM LIST  I-INQUIRE MASTER
PRESS ENTER TO CONTINUE          1 - REPEAT FROM TOP
                                OR          29 - SELECT FAST PATH EXIT
                                ENTER OPTION 99 - EXIT TO QUEUE MANAGEMENT MAIN

```

FIGURE 42

Figure 42, displays all of the NSN'S Pending Inspection generated by the Cataloging Section which were transmitted to the Traffic Freight Rate Classification Specialist's Queue Management file.

If there is more than one page of NSN's pending inspection, it will be indicated by **** MORE **** after the data on the bottom right of the screen.

To view all pages on the record, continue pressing **[ENTER]** until all pages are viewed which will be indicated by **** END **** after the data.

From this screen the user can update the Master Inventory Record by removing the SPECIAL HANDLING CODE and changing or deleting the TRANSPORTATION CODE as applicable. After the data has been corrected or deleted, the transaction can be processed by entering <P> in the data entry field to the left of the transaction and press **[ENTER]**. To discard the record, enter <D> in the data entry field and press **[ENTER]**. The user can view the Master Inventory Record on the applicable NSN from this screen by entering <I> and pressing **[ENTER]**.

Other OPTIONS available are:

- OPTION <1> **REPEAT LIST FROM TOP** - Returns the cursor to the first selection.
- OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH feature to access other Inventory Management functions. Refer to **Page 16** for details.
- OPTION <99> **EXIT TO QUEUE MANAGEMENT MAIN MENU** - **QUE001** , (Pg. 12).

8.2 TRAFFIC RECEIPT EXCEPTION NOTICES - QUE128

10/03/90		LIS/QUEUE MANAGEMENT						QUE128		
TRAFFIC RECEIPT EXCEPTION NOTICES										
TRANSP										
* SCH	CDE	NSN	DESCRIPTION	UI	IM	VOUCHER	TRACK R	DAYS		
-	H	6	3120-00-516-1803	SLV NAS75-3-00	EA	86	0270R223	902721111	4	
-	H	6	3120-00-661-9785	BHG 105740X-YN0625	EA	86	0272R254	902731234	3	
-	H	6	3120-00-834-5506	BHG 174461	EA	86	0273R255	902741238	2	
-	H	6	3120-00-989-7397	BHG 163949	EA	86	0274R260	902751266	1	
								**	END	**
H-HARD COPY			P - PROCESS			NEXT TRACKING NBR : _____				
OPTION: ___				29 - SELECT FAST PATH EXIT						
				99 - EXIT TO QUEUE MANAGEMENT MAIN MENU						

FIGURE 43

The **TRAFFIC RECEIPT EXCEPTION NOTICES**, Figure 43, displays all of the SPECIAL HANDLING CODE - H Receipt Exception Notices generated by the Record Audit and Update Unit during Receipt data entry. The Receipt transactions did not process because of the SPECIAL HANDLING CODE <H> on the Receipt NSN's.

If there is more than one page of Traffic Receipt Exceptions, it will be indicated by **** MORE **** after the data on the bottom right of the screen. To view all pages on the record, continue pressing **[ENTER]** until all pages are viewed which will be indicated by **** END **** after the data.

From this screen the user can update the Master Inventory Record by removing the SPECIAL HANDLING CODE and changing or deleting the TRANSPORTATION CODE. After the SPECIAL HANDLING CODE has been removed and TRANSPORTATION CODE changed or deleted (if applicable), enter <P> on the left side of the Receipt data to process. This action will automatically transmit the Receipt Exception Notice to the Record Audit and Update Unit so that the Receipt can be processed from their Queue Management. If the SPECIAL HANDLING CODE <H> is not removed from this screen, the Exception Notice will remain on the user's Queue record until the SPECIAL HANDLING CODE <H> has been removed.

A hard copy of the Exception Notice can be printed by entering <H> and pressing **[ENTER]**. Other OPTIONS available from this screen are:

- OPTION <29> **SELECT FAST PATH EXIT** - This OPTION allows the user to exit Queue Management and proceed to a nother function in Inventory Management. See [Page 16](#) for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - [QUE001](#) , (Pg. 12).

9.0 SPECIAL FEATURES AND APPLICATIONS

9.1 THE QUEUE MANAGEMENT ROUTING OPTION

```

06/05/97                LIS / QUEUE MANAGEMENT                QUE152
                        ** ROUTING TABLE **

                                SUPERVISOR
                                _ AML600 - SUPPLY MANAGEMENT DIVISION
                                _ AML601 - ASSISTANT DIVISION MANAGER
                                _ AML610 - SPEC.PROGRAMS SUPPORT BRANCH
ORANIZATION
_ 320      - RECORD AUDIT UPDATE    _ AML611 - PROG.SUPPORT STAFF
_ 370      - TRAFFIC                _ AML620 - AERO/F&E PROG.SUP BRANCH
_ RSSC     _ CATALOG                _ AML621 - AERONAUTICAL SUS SUPPORT TEAM
_ RSSN     _ NON-CAT RESEARCH        _ AML622 - F&E PROG SUPPORT TEAM
                                _ AML630 - AUTOMAT/RADAR SYST SUP BRANCH
                                _ AML631 - AUTOMATION SYS SUPPORT TEAM
                                _ AML632 - SURV/RADAR SYS SUPPORT TEAM
                                _ AML640 - COMM/METRO.PWR SYS SUP BRANCH
ENTER MESSAGE TEXT  (Y/N): Y        _ AML641 - COMMUNICATIONS SUS SUP TEAM
ENTER RESPONSE TEXT (Y/N): N        _ AML642 - METEROLOGY/POWER SYS SUP TEAM
                                _ AML650 - NAV/LAND.WEATHER SUP BRANCH
                                _ AML651 - NAVIGATION SYS SUP TEAM
                                _ AML652 - LANDING/WEATHER SYS SUP TEAM

                                PRESS ENTER TO ROUT OR ENTER OPTION : ____
                                99 - EXIT WITHOUT ROUTING

```

FIGURE 44

The Queue Management Routing OPTION offers the user the capability to transmit transactions between Item Managers and Organizations. OPTION <6>, **ROUTE**, is available on all Queue Management Electronic Exception Screens.

QUEUE MANAGEMENT ROUTING TABLE - QUE152, (Pg. 109), displays OPTIONS for routing to ITEM MANAGER, SUPERVISOR and ORGANIZATION. To route to a specific ITEM MANAGER, input a ITEM MANAGER NBR in the ITEM MANAGER field. If ITEM MANAGER NUMBER is unknown, the SUPERVISOR or ORGANIZATION may be selected by placing an <X> in the applicable field.

If additional information or data is needed to accompany the transfer, press **[ENTER]** to access the **MESSAGE SCREEN - QUE152B**, shown in Figure 45. The default setting is <Y>.

```
10/03/90                LIS/QUEUE MANAGEMENT
                        ** MESSAGE SCREEN **                QUE152B
-----
                        MESSAGE
Please review this item.
_____
_____
_____
-----
                        PRESS ENTER TO CONTINUE
```

FIGURE 45

Input your message in the area provided. Press **[ENTER]** to continue.

The window, shown below, will display to confirm the routing. Input <Y> or <N> and press **[ENTER]** to continue. The default setting is <Y>.

```
10/03/90                LIS/QUEUE MANAGEMENT                QUE152B
                        ** MESSAGE SCREEN **
-----
                        MESSAGE
                Please review this item.
-----
                TRANSACTION SUCCESSFULLY ROUTED
                ITEM MANAGER # 05
                NAME: HOLLIE
                CONFIRM ROUTING (Y/N):  Y
-----
                PRESS ENTER TO CONTINUE
```

FIGURE 46

9.2 THE QUEUE MANAGEMENT CANCELLATION OPTION

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE384
                ** REQUEST FOR CANCELLATION DETAIL **

REQUEST BY STEWART, TROY L
SSC :4 699215 B1      NSN :5835-01-122-9530
SHIP QTY:           U/I :EA      QUP VALUE:           PRI :5      DATE REQ'D:
DESCRIPTION      :CTLUNITFA10012-2      PART NBR :
ORIGINATOR       :TROY L. STEWART      AGREEMENT NBR :
TELEPHONE NBR   :8-792-9999
DATE ORDERED    :07/27/90      MARK FOR :
QTY              :100
VOUCHER NBR     :
JOB ORDER       :                TRANS TRACKING NBR :901990733

AS OF   : 08/03/90 at: 12:57:16
STATUS  : REQUEST FOR CANCELLATION IS PENDING.
1 - DISCARD REQUEST  4 - VIEW CLRTXT          29 - SELECT FAST PATH EXIT
2 - CANCEL REQON     10 - SELECT NEXT RECORD  99 - QUEUE MANAGEMENT MAIN MENU

                ENTER OPTION:___

```

FIGURE 47

REQUEST FOR CANCELLATION, OPTION <9>, will display any field request (Figure 47) for the cancellation of a Requisition. The user can cancel the requirement by selecting OPTION <2> - **CANCEL** from the Exception detail screens. This feature offers the user the capability to cancel a transaction on line.

Available OPTIONS on this screen are:

- OPTION <1> **DISCARD REQUEST** - Overrides the cancellation request and allows the transaction to process.
- OPTION <2> **CANCEL REQ.** - Removes the transaction from the Queue, updates Requisition Status and writes to Transaction History.
- OPTION <4> **VIEW CLRTXT** - Allows a view of requestor's message.
- OPTION <10> **SELECT NEXT RECORD** - Displays next transaction, if multiple transactions were selected.
- OPTION <29> **SELECT FAST PATH EXIT** - Displays the FAST PATH feature to access other Inventory Management functions refer to [Page 16](#) for details.
- OPTION <99> **QUEUE MANAGEMENT MAIN MENU** - [QUE001](#) , (Pg. 12).

9.3 QUEUE MANAGEMENT CANCEL TRANSACTION SCREEN - QUE155

```
10/03/90                LIS/QUEUE MANAGEMENT                QUE155
                        ** CANCEL TRANSACTION **

*
-
- CANCELLED, REQUESTED/AUTHORIZED BY FACILITY
- CANCELLED, NO RECORD
- CANCELLED, INITIAL DISTRIBUTION PENDING, T/C 66P
- CANCELLED, OBSOLETE ITEM PENDING DISPOSAL ACTION
- CANCELLED, DO NOT ISSUE TO REGION CODE 5
- CANCELLED, REQUISITION BEING PROCESSED CONFIRMING
- CANCELLED, PROCESSING WOULD CREATE DUPLICATE RCD
- CANCELLED, EXPLANATION MUST BE PROVIDED BELOW

-----
-----
-----

* = MARK 'X' FOR SELECTION AND PRESS ENTER TO CONTINUE OR
      ENTER OPTION:
      99-EXIT TO PREVIOUS PROGRAM
```

FIGURE 48

The **CANCEL TRANSACTION** screen, shown in Figure 48 is an example of the **OPTIONS** available for justifying a cancellation. Each Cancel Transaction Screen will have different cancel messages depending on the application.

These messages can be selected, as applicable or the user can use the space provided to input a justification for cancellation.

Mark <x> for selection and press **[ENTER]** to continue or enter option:

OPTION <99> EXIT TO PREVIOUS PROGRAM returns the user to the **QUEUE MANAGEMENT MAIN MENU - QUE001** , (Pg. 12).

9.4 ERROR MESSAGE - EXAMPLE

```
INVALID OPTION FOR YOUR SECURITY LEVEL
10/03/90                LIS/INVENTORY MANAGEMENT                INV001
                        ** MAIN MENU **
                        1-ISSUES MENU
                        2-RECEIPTS MENU
                        3-ADJUSTMENTS MENU
                        4-FILE MAINTENANCE MENU
                        5-QUEUE MANAGEMENT MENU
                        6-INQUIRIES MENU
                        7-ESTABLISH ADVANCE DUE-IN/DUE-IN MENU
                        8-AUTOMATED PROCUREMENT MENU
                        9-WAREHOUSE LOCATOR LABEL
                        99-EXIT TO LIS MAIN MENU
                        ENTER OPTION: *2
TRANS-CD/MOD           :__ _
NSN/SUFFIX             :_____
VOUCHER-NBR           :_____
CONTROL-NBR           :_____
```

FIGURE 49

An error message will appear in the upper left corner of the screen when invalid / incomplete data is input. The error message will display information for course of action. The cursor will be positioned at the first invalid field on the screen.

In **INV001**, (Pg. 116) the cursor is located at the point of the asterisk (*) for a verification of the OPTION selection, which is not accessible for the user's security level. Edit the information for validity and press **[ENTER]**.

If additional fields are invalid, the messages will continue and the cursor will relocate until all fields are valid.

The user can choose to disregard the data and exit the screen before processing the transaction. Input the following exit OPTION.

OPTION <99> **LIS MAIN MENU** - **LIS010**, (Pg. 10).

9.5 FIELD DEFINITIONS - EXAMPLE

```

10/03/90                LIS/QUEUE MANAGEMENT                QUE382
                ** REQUISITIONING ITEM EXCEPTION **

PROCESS DATE :10/03/90                PROCESS TIME :09:00:01
REASON :MGT CODE 5 'CONTROLLED ITEM' IM REVIEW/REGULATED DUE TO SHORT SUPPLY

  NSN

  UNIQUE NUMBER ASSIGNED FOR CONTROL PURPOSES TO
  IDENTIFY ITEMS.  CONSISTS OF THE 4-DIGIT FEDERAL
  SUPPLY CLASSIFICATION (FSC), 2-DIGIT NATO COUNTRY
  CODE, AND A 7-DIGIT NONSIGNIFICANT SERIAL NUMBER.

3 - VIEW MARK FOR 8 - CANNIBALIZE        20 - PRINT EXCEPTION NOTICE
4 - VIEW SHIP TO  9 - SHOP FAB           29 - SELECT FAST PATH
5 - VIEW MASTER  10 - SELECT NEXT RECORD 99 - QUEUE MANAGEMENT MAIN
                                           MENU

ENTER OPTION:  ___

```

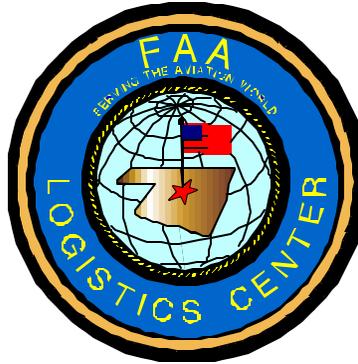
FIGURE 50

FIELD DEFINITION is a feature of this function. It allows the user to obtain the definition for a specific data field. It is available on all data entry fields.

If a data field is required and the user is not sure what data to input, this feature is beneficial .

When a definition is desired, enter a question mark <?> in the first position of the data field. Press **[ENTER]**. A window will be displayed on the screen with a definition of the data field selected.

After viewing the information , press **[ENTER]** and the original screen will return and processing can continue.



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