



SMS to Qmlativ - Purchasing Cross References

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Glossary of Terms

The table below will help you reference terms that differ from SMS to Qmlativ.

SMS	Qmlativ
Requisitions	Purchase Order Request (My Purchase Order)
Email Purchase Orders	Purchase Order Deliveries

Report Cross-Reference

The table below will help you reference reports that differ in name from SMS to Qmlativ. Please note, reports in Qmlativ are not built identically to those in SMS and you may notice differences in how report data displays.

SMS	Qmlativ
Account Number Sequence	Purchase Orders by Account
Mass Print POs	Print Purchase Orders
PO Change History Report	There is no direct equivalent; you can locate data by navigating to  MENU > Administrative Access > Purchasing > Purchase Order and selecting the Audit History tab on an individual purchase order.
PO Commodity Code	There is no direct equivalent, you may create a custom report if necessary.
PO Group	There is no direct equivalent; you can locate data by navigating to  MENU > Administrative Access > Purchasing > Purchasing Group .
PO Items Received	Receiving Report
PO/Requisition Approval Report	There is no direct equivalent, you may create a custom report if necessary.
Requisition/PO Listing	Purchase Order Listing

Different Locations

The table below will help you reference locations that differ in name from SMS to Qmlativ.

SMS	Qmlativ
<p>Purchase Order Entry is located by navigating to Web Financial Management > Purchasing > Purchase Order Entry.</p>	<p>Purchase Orders are located by navigating to ☰ MENU > Administrative Access > Purchasing > My Purchase Order.</p>
<p>Receiving is located by navigating to Web Financial Management > Purchasing > Purchase Order Receiving > Receiving.</p>	<p>Receiving is located by navigating to ☰ MENU > Administrative Access > Purchasing > Receiving.</p>
<p>Email Purchase Orders is located by navigating to Web Financial Management > Purchasing > Purchase Order Processing > Email Purchase Orders.</p>	<p>Purchase Order Deliveries are located by navigating to ☰ MENU > Administrative Access > Purchasing > Purchase Order Deliveries.</p>