

Purchase Orders - SKY Product

Last Modified on 01/27/2025 8:21 am CST

View a listing of Purchase Orders in SKY Product. In SKY Admin, the *Product* toggle can be turned on or off for each SKY User to allow or deny access to the SKY Product app.

The *Purchase Orders* grid displays Purchase Orders with the option to search by *Vendor*, *Vendor ID*, *PO #*, *PO Date*, *Contract #*, *Customer ID*, *Customer Name*, *User ID*, or *User Name*. Choose the **Expand** icon to view up to three line item details for each Purchase Order.

Purchase Orders										
Q Search...										
	Vendor Dukes Farm Supply	Vendor ID Dukesf	PO # 120010	PO Date 06/27/2024	Contract # --	Customer ID --	Customer Name --	User ID 1RE	User Name Robert Ellis	
	Vendor Dukes Farm Supply	Vendor ID Dukesf	PO # 120009	PO Date 06/19/2024	Contract # --	Customer ID --	Customer Name --	User ID 1RE	User Name Robert Ellis	
	Vendor Golden Prairie Supply	Vendor ID Golden	PO # 120008	PO Date 06/30/2024	Contract # --	Customer ID --	Customer Name --	User ID 1RE	User Name Robert Ellis	

Filters are available to filter the grid by *Date Range*, *Status*, *Direct Ship Only*, *PO Creator*, and/or *Location*. Select **Apply Filters** to update the grid with the selections.

Select the Vendor name or icon to display more information for that Purchase Order and view and search for specific line items by *Product Name*, *Product ID*, *PO #*, *PR #*, *Dept ID*, *Qty*, *Total*, *Prepaid*, or *Discount*.

	Vendor Name Dukes Farm Supply	Vendor ID Dukesf	PO # 120010	PO Date 06/27/2024	Contract # --	Status Open	User ID 1RE	User Name Robert Ellis
Customer ID --	Customer Name --	Freight Option --	Freight Vendor --	Freight Charges \$0.00	Add-on Charges \$0.00	Start Date --	Expiration Date --	Date Requested --
ETA --	Delivery Type Delivery	PO Type --	Attachment --	Comment --				
Notes --								

Q Search...

	Product Name Bagged Fert 19-19-19	Product ID 19-19-19Bg	Dept ID Bag00	Ordered 53.000 Bags	Received 0.000 Bags	Involved 0.000 Bags	\$/Unit \$5.400	Bill Unit Bags	Total \$286.20
Alternate Product ID --	Selling Price \$0.000	EPA # --	PO Request # --	Freight \$0.00	Total Weight 2,650.000 Bags	View Add-On			