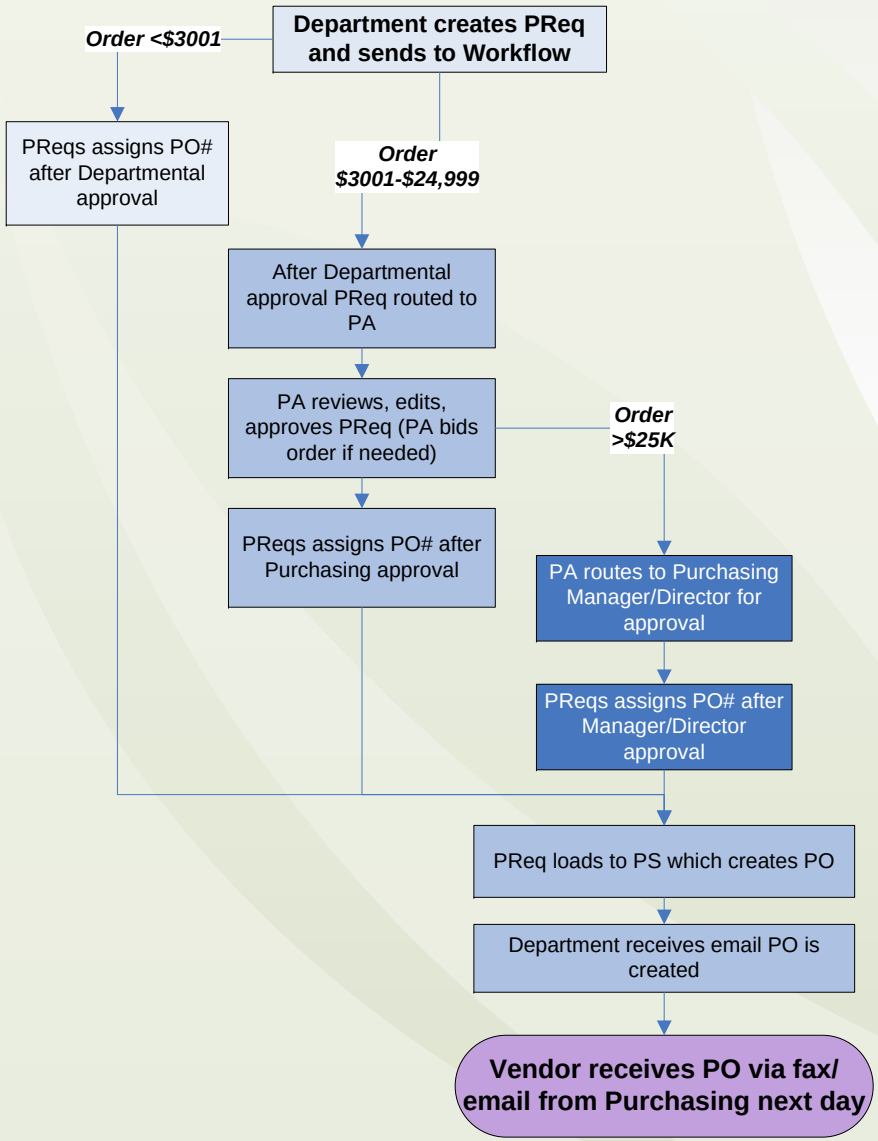
PReq & Catalog Process Flow

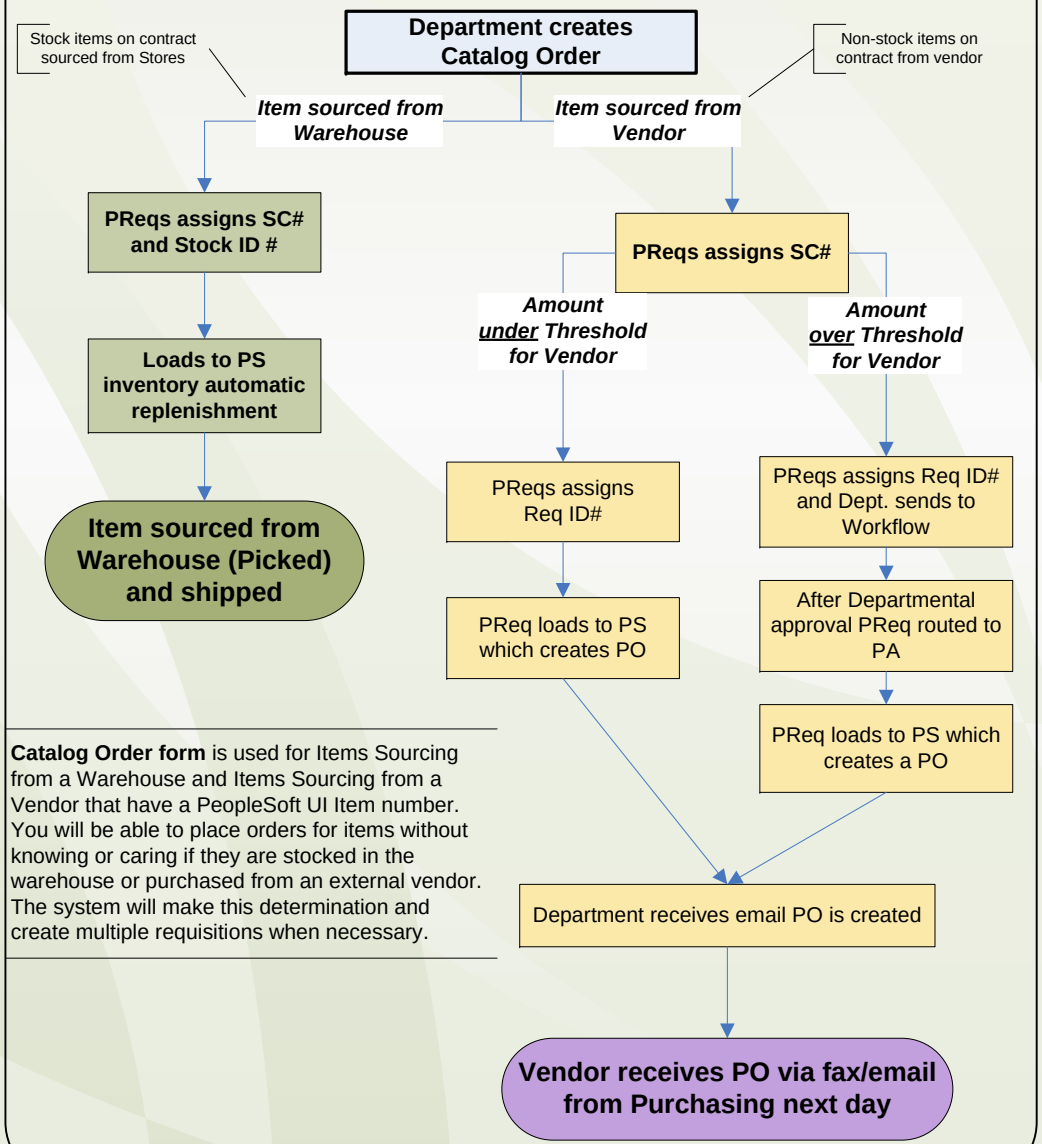
Key:

PS-PeopleSoft PA-Purchasing Agent
PO-Purchase Order SC-Shopping Cart

Purchase Requisition - (PReq)



Catalog Orders



Catalog Order form is used for Items Sourcing from a Warehouse and Items Sourcing from a Vendor that have a PeopleSoft UI Item number. You will be able to place orders for items without knowing or caring if they are stocked in the warehouse or purchased from an external vendor. The system will make this determination and create multiple requisitions when necessary.