Purchase Order (PO) Status Information

SAP

Order Status	Description	Order Status	Description
New	Initial state, the order has been sent from the Buyer/Customer	**Shipped**	The Items on the purchase order have been fully shipped to the Buyer/Customer
Changed	The Buyer/Customer has cancelled or replaced the order by sending a subsequent (changed) order	**Invoiced**	The order is fully invoiced. The Amount Invoiced column shows how much money you have invoiced or charged against the purchase order. For older purchase orders, SAP Business Network displays Yes to indicating that you have submitted invoices.
Confirmed	The information on the Purchase Order is accurate and you provide confirmation to the Buyer/Customer		
Confirmed with New date	The order confirmation has a different Start Date or End Date than the order, but no other change	**Received** **Partially Received** **Returned**	Statuses for receipts that are sent by the buyer from their ERP system. The purchase order status is updated based on this information. On the Order Detail page, each line item-detail section displays the quantity of goods received or returned for that line item, based on the information in the receipts.
Confirmed with Changes	The order confirmation has a different Expected Value than the order, and has a different Start Date, End Date, or both.		
Partially: • **Confirmed** • **Shipped** • **Serviced** • **Invoiced** • **Rejected**	The order is in progress. If you update part of a purchase order, SAP Business Network reports the partial status for the entire purchase order. For example, if you partially confirmed an order and then you partially ship either the previously confirmed order line or a different order line, the purchase order status is set to Partially Shipped. You can continue to confirm order line items regardless of the shipping status until you have confirmed all order lines. For service orders, you can continue to create service sheets for unplanned service lines up to their hidden maximum amounts (which might be larger than their subtotals) or planned service lines up to their subtotals. The service order status is set to Partially Serviced until f the service lines are serviced.		
Service	The order is fully serviced. You cannot create any more service sheets for any more service lines in the order.	**Failed**	SAP Business Network experienced a problem routing the order to your account. You can resend failed orders.

Did you know? The Track Order selection box may not appear on Purchase Orders from all your Buyers but using Track Orders will show the date and time a document was created, approved or paid

QUICK TIPS Only Material Purchase Orders, scheduling agreements and scheduling agreement releases have the Track Order option

Suppliers should review the information associated with Line Items, including any comments sent at Line-Item level by the Buyer

More Information For more information about PO's refer to the SAP Business Network Supplier – General Functionality Guide via the QR Code or **CLICK ME**

Line Level Review Buttons

Details	opens a specific line item's information	Show Item Details	opens all line items information at once
Summary	closes a specific line item's information	Hide Item Details	hides all line items information at once