Purchase Order – Using Line-Item Details Information

SAP

Line Items

Hide Item Details

Line #	No. Schedule Lines	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Need By	Price	Subtotal	Tax	
10	1	Non-Catalog-Item		Lean Service			1.0 (C62) ⓘ	10 Oct 2024	$71.00	$71.00	$7.10	Summary

55 tool hire

Description:

Example Service Line Details

Status
1.0 Unconfirmed

Control Keys
Order Confirmation: allowed
Service Entry Sheet: allowed Unit Price Editable:

Tax

Tax Category	Tax Rate (%)	Taxable Amount	Tax Amount	Tax Location	Description	Exempt Detail
GST	10.0	$71.00	$7.10		Purchase - (Non-capital Expt) GST Taxable 10%	

Schedule Lines

Schedule Line #	Delivery Date	Ship Date	Quantity (Unit)	Customer Proposed Qty (Unit)	Customer Proposed Delivery Date
1	10 Oct 2024 1:00 PM AEDT		1.0 (C62) ⓘ		

Service Period
Service Start Date: 10 Oct 2024
Service End Date: 10 Oct 2024

Other Information
Classification Domain: NotAvailable
Classification Code: 2

Line Items

Hide Item Details

Line #	No. Schedule Lines	Change	Part #	Customer Part #	Type	Return	Revision Level	Qty (Unit)	Need By	Unit Price	Subtotal	
1	1			20056872	Material			2.0 (EA)	5 Jul 2024	$14,000.00 AUD	$28,000.00 AUD	Summary

Description: CYLINDER,

Example Material Line Details

Status
2.0 Unconfirmed

Control Keys
Ship Notice: allowed
Invoice: is not ERS

Comments
SpecialText
Hydraulic cylinders

Accounting

Cost Center	CostCenter	3000
General Ledger	GeneralLedger	4021

Schedule Lines

Schedule Line #	Delivery Date	Ship Date	Quantity (Unit)	Customer Proposed Qty (Unit)	Customer Proposed Delivery Date
1	5 Jul 2024 2:00 PM AEST		2.0 (EA)		

Other Information
Unloading Point:
Storage Location:
Recipient:
Purchase Requisition/Item:
Requester:
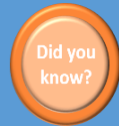Final Recipient:
External Line Number:
Manufacturer Part ID:

QUICK TIPS
Some Buyer will add comments to line items, it is important to check by clicking on either on Details for a specific line item or Show Item Details to open all line items

The level of information is determined by a Buyer's Transaction Rules, however Control Key information overrides Transaction Rules.

Contact the Buyer when information contained within Details may be different to previous processes or requirements. This includes where a PO is Evaluated Receipt Settlement (ERS), and your business does not usually participate in this process.

Did you know?
Show Items Details will open all line items on the PO including parent and child lines. Using Details opens the line item of the item selected.

Line-Item Details provides suppliers with information that the Buyer has added, it may include comments about specific line items such as, deliver goods only on pallets or roll-cages packed no higher than 4 cartons high.

Both Material and Service Pos have Details at Line-Item Level.

For more information refer to the SAP Business Network – General Functionality Guide via 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