



**Office of
General Services**

Web-Based Supply Chain Management (WBSCM) Reports Overview

September 15, 2016

- **RA Entitlement/Bonus Detail Report:** *The checkbook register.*
- **Entitlement/Bonus Summary Report:** *The bottom line summary.*
- **Requisition Status Report:** *The most important report*
- **Value of Commodities Received Report:** *Report for your business office*



RA Entitlement/Bonus Detail Report “The Checkbook” Where the \$ went

Reports>Entitlement Management>RA Entitlement/Bonus Detail Report

The screenshot displays the USDA Web-Based Supply Chain Management interface. At the top, the USDA logo and the text "United States Department of Agriculture" and "Web-Based Supply Chain Management" are visible. Below this is a navigation bar with tabs for "Home", "Operations", "Admin", "Reports", and "Help". The "Reports" tab is selected, and a sub-menu is open showing "Order Processing" and "RA Entitlement/Bonus Detail Report". Below this is a "Detailed Navigation" section with a collapse icon. The "Entitlement Management" folder is expanded, showing a list of reports, with "RA Entitlement/Bonus Detail Report" highlighted.

USDA United States Department of Agriculture
Web-Based Supply Chain Management

Home Operations Admin Reports Help

Order Processing
RA Entitlement/Bonus Detail Report

Detailed Navigation

- Entitlement Management
 - RA Entitlement/Bonus Detail Report**
 - Entitlement/Bonus Summary Report
 - SDA Entitlement/Bonus Detail Report
- Multi-Food Received Shipment Report
- Received Shipment Report
- Requisition Status Report
- Redistribution/Redonation Detail Report
- Value of Commodities Received - RA

The screenshot displays the USDA Web-Based Supply Chain Management interface. At the top, it shows the USDA logo and the text "United States Department of Agriculture" and "Web-Based Supply Chain Management". Below this is a navigation menu with tabs for "Home", "Operations", "Admin", "Reports", and "Help". The "Reports" tab is selected, and the "RA Entitlement/Bonus Detail Report" is highlighted in the "Order Processing" section.

The main content area is divided into two panels. On the left is the "Detailed Navigation" panel, which lists various reports under "Entitlement Management":

- Entitlement Management
 - RA Entitlement/Bonus Detail Report** (highlighted)
 - Entitlement/Bonus Summary Report
 - SDA Entitlement/Bonus Detail Report
 - Multi-Food Received Shipment Report
 - Received Shipment Report
 - Requisition Status Report
 - Redistribution/Redonation Detail Report
 - Value of Commodities Received - RA
 - Value of Materials Received - Multi-Food
 - Order Status Report
 - NW Delivery Calendar Report

On the right is the "Reports : Input Criteria" panel, which contains a "Reset Values" button and several input fields:

- Program: * (required field) with a dropdown menu and an export icon.
- Program Year: * (required field) with a dropdown menu, followed by "To" and another dropdown menu, and an export icon.
- RA Customer Number: with a dropdown menu and an export icon.
- Entitlement / Bonus: with a dropdown menu and an export icon.
- Order Type: with a dropdown menu and an export icon.

* = Required fields

Program:* NSLP or CACFP

Program Year:* Enter the end of the school year that you looking for. Dates must be entered in this format YYYY. For example, School Year 2016-2017 you will enter 2017.

RA Customer Number: is automatically populated.

Click "Execute" to generate report.

Click "Export" to Microsoft Excel.

Entitlement/Bonus Summary Report: The Bottom Line Summary

Beginning Balance-Ordered=Ending Balance

Reports>Entitlement Management>Entitlement/Bonus Summary Report

The screenshot displays the USDA Web-Based Supply Chain Management interface. At the top, the USDA logo and text "United States Department of Agriculture Web-Based Supply Chain Management" are visible. Below this is a navigation menu with tabs for Home, Operations, Admin, Reports, and Help. The "Reports" tab is active, and the "Entitlement/Bonus Summary Report" is selected. A detailed navigation sidebar on the left shows a tree structure under "Entitlement Management", with "Entitlement/Bonus Summary Report" highlighted. The main content area is titled "Reports : Input Criteria" and contains a form for configuring the report. The form includes fields for Program, Program Year, SDA Region Code, RA / SDA Number, and Sold-To State, each with a dropdown arrow and a copy icon. There are also "Execute" and "Print PDF Output" buttons at the top of the form area.

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Home Operations Admin Reports Help

Order Processing

Entitlement/Bonus Summary Report

Detailed Navigation

- Entitlement Management
 - RA Entitlement/Bonus Detail Report
 - Entitlement/Bonus Summary Report**
 - SDA Entitlement/Bonus Detail Report
- Multi-Food Received Shipment Report
- Received Shipment Report
- Requisition Status Report
- Redistribution/Redonation Detail Report
- Value of Commodities Received - RA
- Value of Materials Received - Multi-Food
- Order Status Report

Reports : Input Criteria

Execute Print PDF Output

Entitlement/Bonus Summary Report

Reset Values

Program: *

Program Year: * To

SDA Region Code:

RA / SDA Number:

Sold-To State:

NOTE: For 2016-17, you can go 10% over Beginning Balance



Office of
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The screenshot shows the USDA Web-Based Supply Chain Management interface. The top navigation bar includes Home, Operations, Admin, Reports, and Help. The main content area is titled "Reports : Input Criteria" and contains the "Entitlement/Bonus Summary Report" form. The form includes a "Reset Values" button and several input fields: "Program: *", "Program Year: *", "SDA Region Code:", "RA / SDA Number:", and "Sold-To State:". Each field has a dropdown arrow and a "To" field. A detailed navigation menu on the left lists various reports, with "Entitlement/Bonus Summary Report" highlighted.

*** = Required fields**

Program:* NSLP or CACFP

Program Year:* Enter the end of the school year that you looking for. Dates must be entered in this format YYYY. For example, School Year 2016-2017 you will enter 2017.

RA Customer Number: is automatically populated.

Click "Execute" to generate report. Click "Export" to Microsoft Excel.

Note: Entitlement Management is used to find out your available Entitlement. You should view your Entitlement/Bonus Summary Report before placing orders.



Requisition Status Report: The Most Important Report. Run weekly.

Reports>Entitlement Management>Requisition Status Report

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 Web-Based Supply Chain Management

Home Operations Admin Reports Help

Order Processing

Requisition Status Report

Detailed Navigation

- ▶ Entitlement Management
 - Multi-Food Received Shipment Report
 - Received Shipment Report
 - **Requisition Status Report**
 - Redistribution/Redonation Detail Report
 - Value of Commodities Received - RA
 - Value of Materials Received - Multi-Food
 - Order Status Report
 - NW Delivery Calendar Report
 - Stocks at Subcontractor
 - Value of Materials Received - Domestic
 - Multi-Food Requisition Report
 - Domestic Price Support Report
 - Material Outlay Report
 - Domestic Ship-To Contacts Report

Portal Favorites

- Order Status Report
- Redistribute Order Quantities

Reports : Input Criteria

Execute | Print PDF Output

Requisition Status Report

Reset Values

Program:	<input type="text"/>					➔
Req. Delivery Date:	<input type="text"/>	To	<input type="text"/>			➔
Material:	<input type="text"/>	To	<input type="text"/>			➔
Sold-To Party:	<input type="text"/>					➔
Ship-To Party:	<input type="text"/>					➔
Region:	<input type="text"/>	To	<input type="text"/>			➔
Req/Redist. Number:	<input type="text"/>	To	<input type="text"/>			➔
Req/Redist. Doc.Type:	<input type="text"/>					➔
Req/Redist. # Status:	<input type="text"/>					➔
Req. Entitle / Bonus:	<input type="text"/>					➔
Sales Order Number:	<input type="text"/>	To	<input type="text"/>			➔
Purchase Order:	<input type="text"/>	To	<input type="text"/>			➔
Shipment Receipt Date:	<input type="text"/>	To	<input type="text"/>			➔

The screenshot shows the USDA Web-Based Supply Chain Management interface. At the top, it displays the USDA logo and the text "United States Department of Agriculture Web-Based Supply Chain Management". Below this is a navigation menu with tabs for Home, Operations, Admin, Reports, and Help. The "Reports" tab is active, and the "Requisition Status Report" is selected. A detailed navigation sidebar on the left lists various reports, with "Requisition Status Report" highlighted. The main content area is titled "Reports : Input Criteria" and contains a "Requisition Status Report" form. The form includes a "Reset Values" button and several input fields for filtering the report, such as Program, Req. Delivery Date, Material, Sold-To Party, Ship-To Party, Region, Req/Redist. Number, Req/Redist. Doc.Type, Req/Redist. # Status, Req. Entitle / Bonus, Sales Order Number, Purchase Order, and Shipment Receipt Date. Each field has a dropdown arrow and a "To" field for date ranges.

Req Delivery Date: Enter the Full School Year. For example 2016-2017 School year, enter 07/01/2016 to 06/30/2017

Click “Execute” to generate report.

Click “Export” to Microsoft Excel.

Value of Commodities Received - RA: Report for your Business Office

Reports>Value of Commodities Received – RA Report


United States Department of Agriculture
Web-Based Supply Chain Management

Home
Operations
Admin
Reports
Help

Order Processing

Value of Commodities Received - RA

◀ ▶

Detailed Navigation

- ▶ Entitlement Management
 - Multi-Food Received Shipment Report
 - Received Shipment Report
 - Requisition Status Report
 - Redistribution/Redonation Detail Report
 - **Value of Commodities Received - RA**
 - Value of Materials Received - Multi-Food
 - Order Status Report
 - NW Delivery Calendar Report
 - Stocks at Subcontractor
 - Value of Materials Received - Domestic
 - Multi-Food Requisition Report
 - Domestic Price Support Report

Reports : Input Criteria

Execute | Print PDF Output

Value of Commodities Received - RA

Reset Values

Show Variants

Program:	<input type="text"/>				▶
Shipment Receipt Date:	<input type="text"/>	To	<input type="text"/>		▶
Req. Delivery Date:	<input type="text"/>	To	<input type="text"/>		▶
Material:	<input type="text"/>	To	<input type="text"/>		▶
Sold-To Party:	<input type="text"/>				▶
Ship-To Party:	<input type="text"/>				▶

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Value of Commodities Received - RA

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Reports : Input Criteria

Execute Print PDF Output

Value of Commodities Received - RA

Reset Values

Show Variants

Program:

Shipment Receipt Date: To

Req. Delivery Date: To

Material: To

Sold-To Party:

Ship-To Party:

Req Delivery Date: Enter the Full School Year. For example 2016-2017 School year, enter 07/01/2016 to 06/30/2017

Click “Execute” to generate report.

Click “Export” to Microsoft Excel.

Questions?