

OAKS CI CAPITAL IMPROVEMENTS (MANAGEMENT SYSTEM)

APPROVING PAY REQUEST'S(SFC-130888)

PAY REQUEST APPROVAL

The screenshot shows the Oracle Primavera Unifier web application. The browser address bar indicates the user is logged in as Shauna Hooks. The interface includes a navigation menu on the left with options like 'Projects', 'Tasks', 'Messages', and 'Reports'. The main content area displays a table with one record:

Type	Number	Tit	Record Due	From	Sent for	Task Due	Received	Workflow Name
Professional Services Pay Request	PSPR-0002	PF		Shaun Approval an		07/26/2013		OSFC Consultant f

Two yellow callout boxes with blue borders provide instructions: 'Click Tasks' points to the 'Tasks' link in the left navigation menu, and 'Open Record' points to the 'Request' link in the table row.

- Filing Cabinet for Project Records

PAY REQUEST APPROVAL

ACCEPT TASK

Professional Services Pay Request - PR1 - Project No. SFC-130888 - Windows Internet Explorer

File Edit View Actions Help

Accept Task Decline Task SOV Close Window

Professional Services Pay Request

General

General

Organization: [] Record Number: PSPR--0002
Project Number: SFC-130888 Creator: Shauna Hooks
Project Name: OFCC Specialty Consultant List Creation Date: 07/26/2013 10:55 AM Local (GMT-5)
Project Location: OFCC Status: Pending
Title: [] Internal Ref Number: []

Task Details

From: Shauna Hooks; Task Due Date: [] Task Notes (0)
To: Shauna Hooks; Task Status: Not Started
Cc: []
Sent For: Approval and Validation

Pay Request Details

Current View: All Show Currency in: Transaction Currency

1 Item(s) Page 1 of 1 Display 100 items per page

No.	WBS Code	Code Name	Short Description	Amount
001	AE-AS-SU	AE Site Surveying Services	MY WORK	25,000.00

Total Amount: \$ 25,000.00

Grid Find Attachments (0) Linked Records (0) General Comments Linked Mail (0)

PAY REQUEST APPROVAL

Create New Professional Services Pay Request - Project No. SFC-130888 - Windows Internet Explorer

File Edit View Actions Help Workflow Actions -Select-

Send Save Save Discussion SOV Close Window

Professional Services Pay Request

General

General

Organization:

Project Number:

Project Name: OFCC Specialty Consultant List

Project Location: OFCC

Title: *

Record Number:

Creator: [Shauna Hooks](#)

Creation Date:

Status:

Internal Ref. Number:

Action Details

Create New Professional Services Pay Request

To...

Cc...

Send For:

Task Notes:

Pay Request Details

Current View: All

0 Item(s) Page 1 of 1 Display 100 items per page

No.	WBS Code	Code Name	Short Description	Amount
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Add Copy Import Remove Grid Find

Total Amount: \$ 0.00

Attachments (0) [Linked Records \(0\)](#) [General Comments](#) [Linked Mail \(0\)](#)

PAY REQUEST APPROVAL

Professional Services Pay Request - PR1 - Project No. SFC-130888 - Windows Internet Explorer

File Edit View Actions Help

Workflow Actions -Select-

Send Save Spelling... Add Attachment Discussion SOV Close Window

Professional Services Pay Request

General

General

Organization:

Record Number: PSPR--0002

Project Number: SFC-130888

Creator: Shauna Hooks

Project Name: OFCC Specialty Consultant List

Creation Date: 07/26/2013 10:55 AM Local (GMT-5)

Project Location: OFCC

Status: Pending

Title: PR1

Internal Ref. Number:

Contract Reference: [Consultant Name-Project Number](#)

Professional Services Provider: Amazing Architectural Inc.

Agreement Type: Study

EDGE Certified Sub?: No

Other Description:

Received Date:

Period From: 07/01/2013 05:00 PM Local (GMT-5)

Period To: 07/31/2013 05:00 PM Local (GMT-5)

Payment Requested

Final Payment?: No

Amount (\$): 25,000.00

Invoices for Reimbursable Exp. Attached?:

Line Item Total (\$): 25,000.00

Difference (\$): 0.00

Notes:

Action Details

Pay Request Details

Attachments (0) Linked Records (0) General Comments Linked Mail (0)

- Complete Received Date field

- Review any attachments

- Choose a Workflow Action

PAY REQUEST APPROVAL

- Click Send

