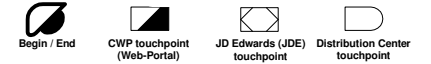


Contractor Material Order System (Web-Portal) Process Lifecycle

Box Ref. number
----- Optional
_____ Required



CONTRACTOR (Active in JDE)

Contractor (Material Manager)

1 Identify materials to order.

2 *Login to CWP via browser

3 *Confirm Contractor (Customer/Bill To) Information

4 *Select Shipping Address from list

5 Contractor has exact part # for desired item?

6 *Select 'Search Type'

7 *Enter Search text and click Go

8 Contractor reviews search results and selects desired item.

9 *Reviews details of item; enters quantity, clicks add to cart

10 Continue Shopping?

11 *View Shopping Cart

12 *Enter Part # then add to cart.

13 Contractor enters part#s for all desired items?

14 *Click 'Add Items to Cart.'

15 Contractor reviews cart (order summary).

16 All items in cart are desired for the order?

17 All items in cart contain the correct quantity?

18 Proceed to Checkout

19 *Enter Customer PO # & On-Site Required date.

20 *Enter Special Shipping Instructions and/or comments to Order

21 *Submit / Place Order

22 Confirmation On-Screen

23 Order details exported to JDE; Sales Order Number generated.

24 Order Confirmation sent to Contractor with order details (S.O.#)

25 *Select and Remove unwanted item(s).

26 *Enter desired quantity for appropriate item and Update Totals

27 Distribution Center ships stock order materials

28 Order (shipment) status updated in JDE

29 Shipping Confirmation sent to Contractor (stock orders only)

Select Products

Order Checkout

DISTRIBUTION CENTER (Windstream)

Material Stock Orders