

# Web端采购申请审批时的智能警示 (文档)

采购申请提交后，根据审批流程，单据流转至审批人员工作台进行审批。

用户登录互海通Web端，默认进入工作台界面，在流程审批中点击“采购申请”，进入采购申请界面，单据较多时，可通过筛选栏或关键字搜索目标单据后，点击目标单据，进入采购订单详情界面，若采购订单中有3个月内已申购的物品，则会出现智能警示标语，点击该警示标语，进入智能警示界面，可查看本次采购项详情，也可查看该申购项近3个月内的申购详情。

The screenshot illustrates the workflow for managing procurement applications on the iHaitong Web end. It starts with the user logging in and navigating to the Workbench (工作台) interface. The 'Procurement Application' (采购申请) button is highlighted, leading to the 'Procurement Application' (采购申请) list page. The list page shows several procurement applications, with the first one, 'Material Application 11050', being selected. A red box highlights this selection. The 'Smart Alert' (智能警示) section on the right side of the application details page is also highlighted with a red box. The 'Smart Alert' section displays a message: '近3个月内该船已申购3次(合计22卷)详情' (Details of 3 purchases made within the last 3 months for this vessel, totaling 22 rolls). A red arrow points from the text '本次采购项详情' (Details of this procurement item) to the 'Smart Alert' message, and another red arrow points from the text '4、点击可查看该申购项近3个月内的申购详情' (Click to view the procurement details of the applied item within the last 3 months) to the 'Smart Alert' message.

| 申请编号 | 物料名称      | 物料代码   | 物料规格   | 计量单位 | 当前库存 | 申请单号         | 申请编号 | 申购数量 | 审批数量 | 申购备注 | 申购理由       | 申请日期 | 单据状态 |
|------|-----------|--------|--------|------|------|--------------|------|------|------|------|------------|------|------|
| 1    | 英国船籍医用品 ① | 390106 | 5厘米x9米 | 卷    | 3    | PA-S24101601 | 1    | 1    | 1    | 测试   | 2024-10-16 | 已验收  |      |
|      |           |        |        |      |      | PA-S24100801 | 1    | 1    | 1    | 测试   | 2024-10-09 | 采购中  |      |
|      |           |        |        |      |      | PA-S24092303 | 1    | 50   | 50   | OK   | 2024-09-23 | 审批中  |      |

点击步骤4“详情”，进入此界面