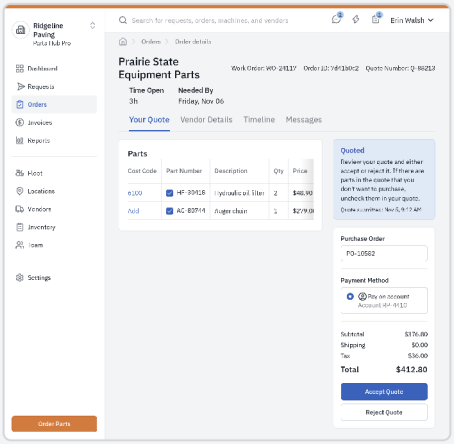
Send a PO with cost codes on each line

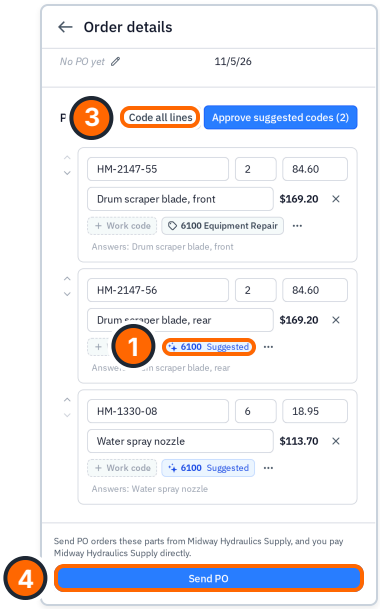
Put a cost code on each line of the order, then send the PO to the vendor.

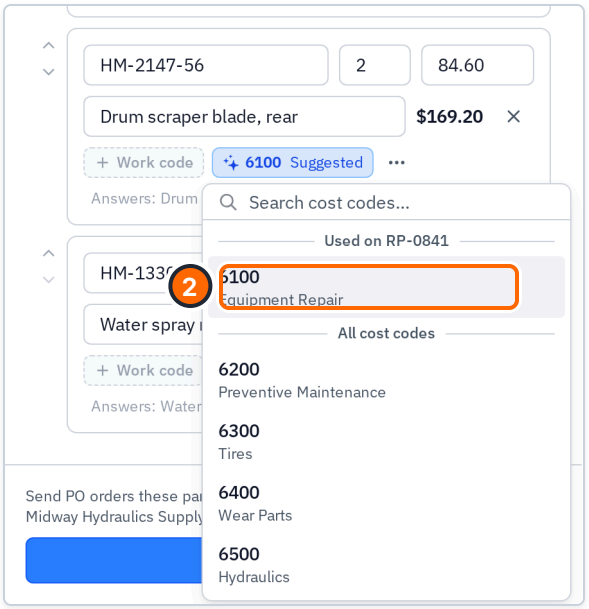
BEFORE · PARTS HUB



Before, each quote line had a **Cost Code** column. You entered one PO number, then **Accept Quote**. *Redrawn from the old screen.*

NOW · GEARFLOW





1. Open the order from the request. Each line under **Parts** has a **Cost code** chip.
2. Tap a line's chip and pick its cost code. The codes used on this unit show first.
3. To use one code on every line, tap **Code all lines**. A blue **Suggested** chip is a code Gearflow suggests: tap **Approve suggested codes** to keep them.
4. Tap **Send PO**. It orders the parts from the vendor.

Tip: Gearflow can turn on required cost codes for your account. Ask your Gearflow contact.

What changed: Each line carries its own cost code, Gearflow suggests codes from past orders, and the PO goes to the vendor from the order.