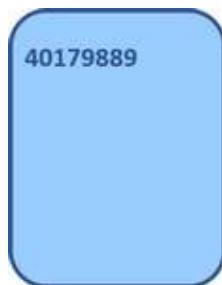


Purchase Orders

The purchase order system in VantEdge Point is based on the premise that these documents are binding contracts with stations, and the system ensures that we have an accurate current contract as well as a complete history of revisions to prior contracts. This help topic explains how this system works behind the scenes and goes into some detail about the database tables involved.

Purchase Order Tables

There are several tables used to create purchase orders, but the three main components are the *document* table, *media_order* table, and *revision_list* table. There is no single record for each purchase order—when a PO is needed, it is generated on demand using data found in all three tables as well as the *media_order_detail* (airings) table.



A record in the **document** table can be thought of as the most basic building block of a purchase order. There is a single document for each PO, represented by an ID number that becomes the first part of the final PO number. When a media order is added in the buy sheet, a record is also added to the *document* table. This document becomes the "parent" record of the new media order, and any future changes to that media order may affect both the *document* table and the *revision_list* table.



Records in the **media_order** table (and their related *media_order_detail* records) represent the items purchased that will appear on the PO. The contents of a media order record also determine when a new document is created—for example, if multiple media orders are added simultaneously for different stations, a separate document will automatically be created for each station. Besides the station, there are several other "break points" that can cause a separate document to be generated, and these are listed in the *New Document Logic* section, below. More than one media order may appear on a single document.



The **revision_list** table contains one or more records for every change made to a media order, and is used in conjunction with the *media_order* table to track those changes from one revision of a PO to the next. This provides both a history and the ability to recreate any past purchase order. The revision number starts at 1 for a new document and increments with each revision.



The above three elements combine to produce a complete purchase order, identified by the document ID and revision number. These two numbers can also be used to search for a specific PO in the Buy Sheet by entering them (separated by a period) in the **ID Search** field and selecting *Doc ID.REV* from the dropdown.

A single document may have many revisions, and each of those revisions results in a new purchase order.

New Document Logic

There are rules which dictate when a new document is created, and when an existing document is revised. These rules are slightly different for Long Form and Short Form.

If a media order is added for a new buy type (LF or SF), document type (normal or broker), broadcast month, broadcast year, payee, station, client, or (in the case of Short Form) campaign, a new document is generated with a revision number of 1.

Making a change to one or more of several other media order fields will trigger a cancel and rebook of that order, which will cause a revision to an existing document rather than the creation of a brand new document. These fields vary for Long Form and Short Form:

Long Form

B Date, Time, Client, Show Title, Rate, Station Rate, Client Rate, Buyer, Order Type

Short Form

Week, Days, Times, Client, Show Title, Qty, Rate, Station Rate, Client Rate, Buyer, Order Type

If a new media order is added, but *none* of the fields listed above differ, no cancel and rebook will take place, and the existing document will be revised with the addition of the new media order. The resulting PO will have the same document ID, but with an incremented revision number.

Examples

The process of adding, revising, and canceling, along with the associated table changes that occur at each step are shown in the examples below. Note that only relevant fields from each table are shown, and background colors are used to show the relationship between the fields in one table and the fields in the others. The cells with a green outline represent the new or changed data for each step.

New Media Order

A record is added to the *document* table:

Document Table			
ID	Buy Month	Buy Year	Show Title
40179889	MAR	2019	SHOW V1

A record is added to the *media_order* table with the new document number and an order status of BKD (booked):

Media Order Table							
ID	Document	Status	Order Status	Rebooked From	Rebooked To	B Month	Rate
49609832	40179889	ACTIVE	BKD			MAR	\$500

A record is added to the *revision_list* table with the ID of the new media order record in the MO field:

Revision List Table				
ID	Rev Num	Document	MO	Status
618239194	1	40179889	49609832	A

Data from all three tables are used to construct the purchase order, which will be labeled with the document and revision number:

Doc: 40179889 Rev: 1

Rate Change

When a change is made to one of the fields that triggers a cancel and rebook, the original media order is canceled, and a new one added. If modifying media results in that media being canceled or the E-Type changed to *DND*, any invoice records attached to the airings will be unlinked.

Note that during the process of canceling and rebooking media which has a station check number, the station's payment information will be retained when appropriate. If the same media order detail lines are passed from the old inactive media order to the new active media order, the station check number remains on both the old inactive and the new active media orders. If the media order detail lines are changed, the station check number remains on the old inactive media order (with the old media order detail lines), and will be blank on the new active media order.

In this example, no change is made to the *document* table:

Document Table			
ID	Buy Month	Buy Year	Show Title
40179889	MAR	2019	SHOW V1

A record is added to the *media_order* table with the same document number and an order status of RBK (rebooked). The original media order record is canceled, with the order status becoming C/R (Cancel/Rebook). The Rebooked From and Rebooked To fields indicate the media order IDs involved in the change:

Media Order Table							
ID	Document	Status	Order Status	Rebooked From	Rebooked To	B Month	Rate
49609832	40179889	CANCELED	C/R		49609833	MAR	\$500
49609833	40179889	ACTIVE	RBK	49609832		MAR	\$600

Two records are added to the *revision_list* table—one for the added media order with the new rate, and another indicating the original media order was rebooked:

Revision List Table				
ID	Rev Num	Document	MO	Status
618239194	1	40179889	49609832	A
618239195	2	40179889	49609833	A
618239196	2	40179889	49609832	R

The purchase order is now labeled with the new revision number:

Doc: 40179889 Rev: 2

Broadcast Month Change

When a change is made to one of the fields that triggers the creation of a new document, the original media order is canceled, and a new one added.

A record is added to the *document* table with a new ID (document number):

Document Table			
ID	Buy Month	Buy Year	Show Title
40179889	MAR	2019	SHOW V1
40179890	APR	2019	SHOW V1

A record is added to the *media_order* table with the new document number and an order status of RBK (rebooked). The original media order record is canceled, with the order status becoming C/R (cancel/rebook). The Rebooked From and Rebooked To fields indicate the media order IDs involved in the change:

Media Order Table							
ID	Document	Status	Order Status	Rebooked From	Rebooked To	B Month	Rate
49609832	40179889	CANCELED	C/R		49609833	MAR	\$500
49609833	40179889	CANCELED	C/R	49609832	49609834	MAR	\$600
49609834	40179890	ACTIVE	RBK	49609833		APR	\$600

Two records are added to the *revision_list* table—one for the new media order, and another for the canceled media order:

Revision List Table				
ID	Rev Num	Document	MO	Status
618239194	1	40179889	49609832	A
618239195	2	40179889	49609833	A
618239196	2	40179889	49609832	R
618239197	1	40179890	49609834	A
618239198	3	40179889	49609833	C

In this case, two purchase orders are generated—the original document with the cancel, and the new document with the new broadcast month:

Doc: 40179889 Rev: 3
 Doc: 40179890 Rev: 1

Second Media Order Added

This is an example of another media order being added with the same station, client, month, etc. In this case, there are no changes made to the *document* table:

Document Table			
ID	Month	Buy Year	Show Title
40179889	MAR	2019	SHOW V1
40179890	MAR	2019	SHOW V1

One new media order record is added, referencing the existing document:

Media Order Table							
ID	Document	Status	Order Status	Rebooked From	Rebooked To	B Month	Rate
49609832	40179889	CANCELED	C/R		49609833	MAR	\$500
49609833	40179889	CANCELED	C/R	49609832	49609834	MAR	\$600
49609834	40179890	ACTIVE	RBK	49609833		APR	\$600
49609835	40179890	ACTIVE	BKD			APR	\$600

Two records are added to the *revision_list* table, both with the same revision number—one for each media order that should appear on that purchase order:

Revision List Table				
ID	Rev Num	Document	MO	Status
618239194	1	40179889	49609832	A
618239195	2	40179889	49609833	A
618239196	2	40179889	49609832	R
618239197	1	40179890	49609834	A
618239198	3	40179889	49609833	C
618239199	2	40179890	49609834	A
618239200	2	40179890	49609835	A

The revised purchase order is now labeled with the same document number and new revision number:

Doc: 40179890 Rev: 2

Media Order Canceled

In this case, no change is made to the *document* table:

Document Table			
ID	Month	Buy Year	Show Title
40179889	MAR	2019	SHOW V1
40179890	MAR	2019	SHOW V1

The existing active media order records are marked as canceled:

Media Order Table							
ID	Document	Status	Order Status	Rebooked From	Rebooked To	B Month	Rate
49609832	40179889	CANCELED	C/R		49609833	MAR	\$500
49609833	40179889	CANCELED	C/R	49609832	49609834	MAR	\$600
49609834	40179890	CANCELED	CXL	49609833		APR	\$600
49609835	40179890	CANCELED	CXL			APR	\$600

Two records are added to the *revision_list* table for the canceled media orders:

Revision List Table				
ID	Rev Num	Document	MO	Status
618239194	1	40179889	49609832	A
618239195	2	40179889	49609833	A
618239196	2	40179889	49609832	R
618239197	1	40179890	49609834	A
618239198	3	40179889	49609833	C
618239199	2	40179890	49609834	A
618239200	2	40179890	49609835	A
618239201	3	40179890	49609834	C
618239202	3	40179890	49609835	C

The revised purchase order is now labeled with the same document number and new revision number:

Doc: 40179890 Rev: 3

See Also:

[Buy Sheet \(Long Form\)](#)
[Buy Sheet \(Short Form\)](#)