This section explains the different statuses on the Items page located under Temple/SPD Management System – Temple/SPD Projects. Different Statuses are shown on the right side of the page.

Originator Approval Needed  The person defined as the originator on the Temple/SPD Projects page must submit the line for approval by clicking the icon in the Submit column. This will transfer the line approval to the Internal Designer.

Internal Approval Needed  The person defined as the Internal Temple Designer on the Temple/SPD Projects page must click the Reviewed icon. This will pass the item to the buyer.

Buyer Approval Needed  When the buyer is ready, they will click the icon in the Ready column. If the Release Date is today or in the past, the Purchasing Batch Processes will pick up the line within an hour to create the purchase order. If the Release Date is in the future, the order will be created on that day.

Ready  A line in Ready status will be picked up by the purchasing batch processes within an hour.

Requisition Created  This status indicates the items have been created into a purchase order. Cancelling is done by clicking the red X on the line.

Cancelled  A cancelled status shows no further processing will occur for the line.
Pushback Blue Arrow  At any point in time, the line can be pushed back to the Originator where it must go through the process again. When a pushback occurs, a comment can be entered explaining the reason for the pushback. The comment can be seen at any time by clicking on the comment bubble.

Note: You will not be successful in clicking a status button if you are not the appropriate person to do so. You will receive an error such as the one below.

Mass Approvals

On the right-hand side of the Items page, the links below are found. They change based on who you are. When clicked, they will perform a mass approval for all lines in a certain status.

Mark All (XX) ‘Submitted’ Lines asReviewed (For Originator)
Mark All (XX) ‘Reviewed’ Lines as Ready (For Internal Designer)
Set to Ready All (XX) ‘Reviewed’ Lines (For Buyer)