


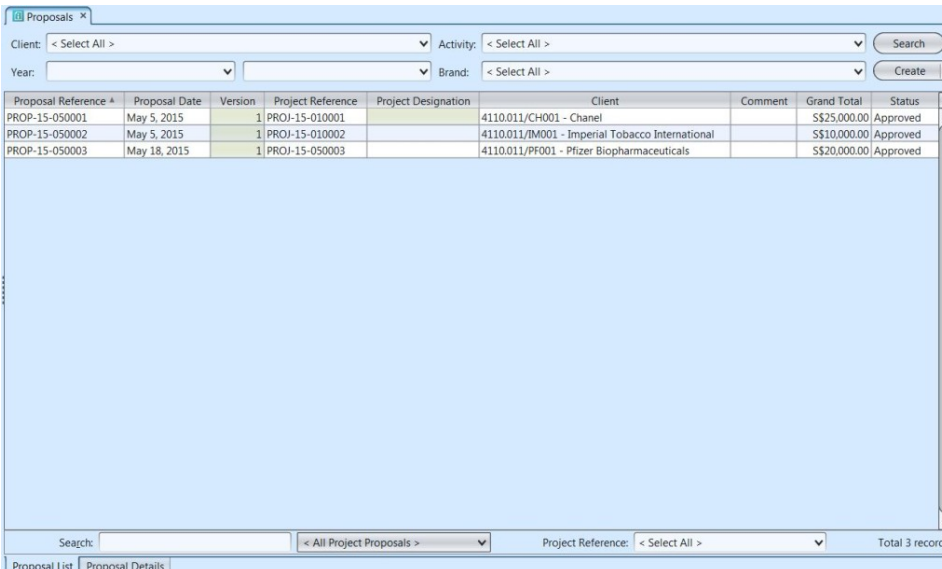
Proposal

Proposal view allows user to view and manage project proposals. User can print project proposals to send to customers. Issuing of the proposal document itself is to be done from **“Projects”** application.

Below are available actions for the user from **“Proposals”**:

 View and search for proposal details

 Issue proposal / quotation: see **“Projects”** application



The screenshot shows the 'Proposals' application interface. At the top, there are search filters for Client, Activity, Year, and Brand, along with 'Search' and 'Create' buttons. Below the filters is a table with the following data:

Proposal Reference	Proposal Date	Version	Project Reference	Project Designation	Client	Comment	Grand Total	Status
PROP-15-050001	May 5, 2015	1	PROJ-15-010001		4110.011/CH001 - Chanel		\$525,000.00	Approved
PROP-15-050002	May 5, 2015	1	PROJ-15-010002		4110.011/IM001 - Imperial Tobacco International		\$510,000.00	Approved
PROP-15-050003	May 18, 2015	1	PROJ-15-050003		4110.011/PF001 - Pfizer Biopharmaceuticals		\$520,000.00	Approved

At the bottom of the interface, there is a search bar, a dropdown menu for 'All Project Proposals', a 'Project Reference' dropdown, and a 'Total 3 records' indicator. The 'Proposal List' tab is selected at the bottom left.

View and Search for Project Proposal Details:

1. Click on **“Proposal List”** tab at the bottom of screen
2. Enter search parameter to filter the result, i.e. type in which client to search for in the **“Client”** text field box or select from drop-down list
3. Result can be sorted alphabetically by clicking the fields' columns

4. Double click on proposal document to view full details of the document, it will bring up the details on "***Proposal Details***" tab for the selected document
