

# shelbnext<sup>®</sup>

## Financials

### Purchasing Management

Purchasing Management brings your ministry's acquisition process to the web. From entering purchase orders to identifying your unique approval process, Shelby provides all the tools needed to ensure your purchasing workflow runs smoothly.

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#### Features and Benefits

- Add specific approval processes for each of your ministries.
- Entering a new purchase order is quick, simple and can be done from anywhere you have an internet connection.
- Anyone your organization wishes to include in the purchasing process can be alerted via email to a purchase order needing approval.
- Users are alerted if an order will exceed the budget allotted to a specific account.
- Purchase orders are also viewable while paying invoices within Accounts Payable for an even tighter integration.